

## Social Services

STATE OF HAWAII

PROGRAM TITLE:

**SOCIAL SERVICES**

PROGRAM-ID:

PROGRAM STRUCTURE NO: **06****VARIANCE REPORT**

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS	2,560.0	2,317.5	- 242.5	9	2,576.0	2,335.5	- 240.5	9	2,576.0	2,545.5	- 30.5	1
EXPENDITURES	1,388,559	1,339,908	- 48,651	4	459,993	383,902	- 76,091	17	1,057,243	1,139,120	81,877	8
TOTAL COSTS												
POSITIONS	2,560.0	2,317.5	- 242.5	9	2,576.0	2,335.5	- 240.5	9	2,576.0	2,545.5	- 30.5	1
EXPENDITURES	1,388,559	1,339,908	- 48,651	4	459,993	383,902	- 76,091	17	1,057,243	1,139,120	81,877	8
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. % OF COMMISSION POLICY RECOMMENDATIONS ADOPTED					80	75	- 5	6	80	80		
2. % POTENTLY ELIG CASES/HSEHDS REC GEN ASSISTANCE					89	89			89	89		
3. ERROR RATE FOR FOOD STAMPS (%)					7	5	- 2	29	6.5	5.5	- 1	15
4. % ELIGIBLE PERSONS RECEIVING CARE					75	75			75	75		
5. % OF CAPITATION DEVOTED TO HEALTH CARE					92	90	- 2	2	90	90		

VARIANCE REPORT NARRATIVE  
FY 03 and FY 04

PROGRAM TITLE: SOCIAL SERVICES

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06

Part I - EXPENDITURES AND POSITIONS

The variance in the Social Services Program position counts is due to delays in hiring and difficulty in filling positions.

The variance in expenditures is due to: 1) the non-implementation of various information systems projects, including HPMMIS contracts, HAWI redesign, and network upgrades; and 2) the deferral of some end-of-year program payments.

Details are provided at the lowest program level narratives.

Part II - MEASURES OF EFFECTIVENESS

The primary objective of the Social Services Program is to enable individuals and families in need to attain a minimally adequate standard of living, and to achieve the social and psychological adjustments necessary to successful living in modern society. The measures of effectiveness at this level are intended to reflect the relative success of various areas in the Social Services Program in meeting that objective. A more detailed explanation of variances is provided at the lowest program level.

See lowest level programs for explanation of variance.

STATE OF HAWAII

PROGRAM TITLE:

**SERVICES TO INDIVIDUALS, FAMILIES & VETERANS**

PROGRAM-ID:

PROGRAM STRUCTURE NO: **0601****VARIANCE REPORT**

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04						
	BUDGETED	ACTUAL	±	CHANGE	%	BUDGETED	ACTUAL	±	CHANGE	%	BUDGETED	ESTIMATED	±	CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>															
RESEARCH & DEVELOPMENT COSTS															
POSITIONS															
EXPENDITURES															
OPERATING COSTS															
POSITIONS	718.0	673.5	-	44.5	6	730.0	687.5	-	42.5	6	730.0	729.5	-	.5	
EXPENDITURES	174,077	167,474	-	6,603	4	53,868	52,233	-	1,635	3	139,283	144,157		4,874	4
TOTAL COSTS															
POSITIONS	718.0	673.5	-	44.5	6	730.0	687.5	-	42.5	6	730.0	729.5	-	.5	
EXPENDITURES	174,077	167,474	-	6,603	4	53,868	52,233	-	1,635	3	139,283	144,157		4,874	4
						FISCAL YEAR 2002-03				FISCAL YEAR 2003-04					
						PLANNED	ACTUAL	±	CHANGE	%	PLANNED	ESTIMATED	±	CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>															
1. % OF OVERALL VETERANS' SERVICES PLAN ACHIEVED						95	98	+	3	3	95	95			
2. % OF STATE VETS CEMETERY DEVELOPMT PLAN ACHIEVED						95	100	+	5	5	95	95			



Intermediate Level Program  
No Narrative  
(See Lowest Level Programs for Explanation of Variances)

## CHILD WELFARE SERVICES

HMS - 301

## VARIANCE REPORT

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04						
	BUDGETED	ACTUAL	±	CHANGE	%	BUDGETED	ACTUAL	±	CHANGE	%	BUDGETED	ESTIMATED	±	CHANGE	%
PART I: EXPENDITURES & POSITIONS															
RESEARCH & DEVELOPMENT COSTS															
POSITIONS															
EXPENDITURES															
OPERATING COSTS															
POSITIONS															
EXPENDITURES															
TOTAL COSTS															
POSITIONS															
EXPENDITURES															
	451.5	420.5	-	31.0	7	451.5	426.5	-	25.0	6	451.5	451.5			
	45,477	43,762	-	1,715	4	11,702	11,690	-	12		35,195	35,207		12	
	451.5	420.5	-	31.0	7	451.5	426.5	-	25.0	6	451.5	451.5			
	45,477	43,762	-	1,715	4	11,702	11,690	-	12		35,195	35,207		12	
PART II: MEASURES OF EFFECTIVENESS															
1. % CAN REPTS FOR INVEST ENTERED IN CPSS W/IN 48 HRS															
2. %CHDRN W/CONFRMD CAN W/NO PRIOR RPT OF CAN W/IN YR															
3. %FAM REC CWS/OTH SVS FOR CHDN SUBSEQ TO CONFRMD CAN															
4. %CHDN IN OUT-OF-HOME CARE W/NO CAN WHEN OUT OF HOM															
5. %CHDN OOH RETURNED TO FAM W/IN 12 MON OF OOH PLMCT															
6. % CHDN RET TO FAM DO NOT NEED OOH CARE W/IN 12 MON															
7. %CHDN IN OUT-OF-HOME CARE PLACED IN FAM FOST HMS															
8. %CHDN IN OOH CARE W/ =OR<2 PLMCT CHGS W/IN 12 MON															
9. % CHDN W/PERM CUSTODY ADOPTED W/IN 6 MON OF CUSTDY															
10. % CHDN EXITING OOH CARE TO PERM ADOPT/GUARDN HOMES															
PART III: PROGRAM TARGET GROUP															
1. CHDRN W/ REPTS OF CAN ASSIGNED FOR INVESTIGTN															
2. CHDRN W/CONFRMD ABUSE W/REPTD RECCURNE W/IN 12 MON															
3. CHDRN W/REPORTS OF CAN WHILE IN OUT-OF-HOME CARE															
4. CHDRN IN OUT-OF-HOME CARE W/GOAL OF REUNIFICATN															
5. CHDRN FOR WHOM PERM CUST AWRDED NEEDG PERM HOMES															
6. CHDRN FOR WHOM PERM CUST AWRDED NEEDG ADOPTN SVS															
7. CHDRN IN OOH CARE CHGD PLACMT W/IN 1 YR OF PLACMT															
8. CHDRN IN OOH CARE PLACED IN GRP HOMES OR INSTITS															
9. NUMBER OF CHILDREN ELIG FOR TITLE IV-E SERVICES															
10. # YOUTHS AGED 12-18 REQUIRG INDEP LIVING PREP SVS															
PART IV: PROGRAM ACTIVITIES															
1. NUMBER OF CAN INVESTIGATIONS COMPLETED															
2. # CAN REPTS W/ABUSE/NEGL/THREAT HARM AFTER INVSTGN															
3. CHDRN W/COURT LEGAL STATUS OF FAM SUPVSN/FOST CUST															
4. NO. OF CHILDREN PROVIDED CWS SERVICES															
5. NO. CHDRN IN OOH CARE PROV FAM FOSTER CARE SVS															
6. NO. OF LICENSED FAMILY FOSTER BOARDING HOMES															
7. CHDN PERM CUST OBTAINED W/IN 1YR OF INIT OOH PLMCT															
8. NO. OF CHDRN PROVIDED PERMANENT PLACEMENT SERVICES															
9. NO. OF CHDRN FOR WHOM ADOPTION IS COMPLETED															
10. #YOUTHS AGED 12-18 PROVIDED INDEP LIVING PREP SVCS															

**VARIANCE REPORT NARRATIVE**  
**FY 03 and FY 04**

**PROGRAM TITLE: Child Welfare Services**

**06 01 01**  
**HMS 301**

**Part I - EXPENDITURES AND POSITIONS**

The variance is due to a decrease in Title IV-E earnings and claims, ongoing vacancies, staff turnovers and downgrading and recruitment of positions at lower SR ratings.

**Part II - MEASURES OF EFFECTIVENESS**

1. The variance is due to an increase in the number of reports accepted for investigation, which has resulted in delays in completing data entry as well as additional time needed to gather more information before assigning reports for investigation.
3. No accurate data available due to delays in entering data from purchase of service contracts into the client data system.

**Part III - PROGRAM TARGET GROUP**

1. The variance is due to an increase in reports of abuse and neglect and the corresponding increase in the number of reports that require investigation by the Department.
2. The variance is due to having redefined the measure to include confirmed threat of harm in the data, which was not done previously.
3. The variance is due to the Department's efforts to screen and train foster parents.

4. The variance is due to an increase in the number of reports of abuse or neglect that resulted in children being placed in out-of-home care, with a goal of reunification.
5. The variance is due to an increase in the number of children for whom the Department has been awarded permanent custody.
8. The variance is due to the Department's efforts to place children in family homes instead of institutions or group homes.
9. The variance is due to changes in the federal guidelines that have resulted in a lower number of Title IV-E eligible children.
10. The variance is due to an increase in the number of children in out-of-home care and changes in the eligibility criteria that resulted in a higher number of youths eligible for independent living services.

**Part IV - PROGRAM ACTIVITIES**

4. The variance is due to an increase in reports of abuse and neglect and the corresponding increase in the number of children provided CWS services by the Department.
6. The variance is due to ongoing efforts by the Department to recruit, train and certify relative and non-relative foster homes.
7. The variance is due to the Department's efforts to deliver services and to effectuate timely permanency planning for children in out-of-home care within the 12-month timeframe required by law.

PROGRAM STRUCTURE NO: 060102

060102

## VARIANCE REPORT

11/24/03

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**Variance Report Narrative  
FY 03 and FY 04**

06 01 02  
HMS 302

**PROGRAM TITLE: CHILD CARE SERVICES**

**Part I – EXPENDITURES AND POSITIONS**

There are no significant variances.

**Part II – MEASURES OF EFFECTIVENESS**

3. The percentage of children using regulated care was lower than projected due to a number of families opting to use other sources of child care subsidies available throughout the state (e.g. Pauahi Keiki Scholars and Alu Like) that may provide a higher subsidy amount for the use of regulated care.
4. The number of license-exempt child care providers participating in training was less than projected due to a lack of interest on the part of the providers. The department is considering alternatives to encourage providers to undergo training.
5. The percentage of onsite and teen parent slots that were utilized has been lower than projected due to many neighbor island families making alternate child care arrangements. As result, this service will be discontinued effective July 1, 2003 on all of the neighbor islands.

**Part III – PROGRAM TARGET GROUP**

4. The variance in the potential number of onsite and teen parent child care slots is due to a calculation error in last year's formula.

**Part IV – PROGRAM ACTIVITIES**

1. The number reported for FY 2002-03 is correct; the variance was due to an error in last year's formula used for calculations. We expect the number to remain the same in FY 2003-04.
3. The increase in FY 2002-03 was due to a media campaign that encouraged parents to enroll their children in preschool by age four. The parents used the resource and referral provider as the point of contact for inquiries.
5. The increase in FY 2002-03 was due to a growing number of child care providers becoming licensed to operate group child care centers.
6. The increase in FY 2002-03 was due to the availability of a new training package the contracted provider purchased. Also, there was an increased availability of infant and toddler training classes.
8. The increase in FY 2002-03 was due to an increase in number of license-exempt providers utilized as well as efforts through contracted service providers to reach this target group.
9. The increase in FY 2002-03 was due to the contractor offering more training and the purchase of a new training package which is of interest and useful to the license-exempt providers. An increase in the funding for this service has resulted in reaching more license-exempt providers.

STATE OF HAWAII

PROGRAM TITLE:

CHILD OUT-OF-HOME PAYMENTS

PROGRAM-ID:

HMS - 303

PROGRAM STRUCTURE NO: 060103

## VARIANCE REPORT

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS POSITIONS EXPENDITURES												
OPERATING COSTS POSITIONS EXPENDITURES	41,397	38,727	- 2,670	6	15,565	15,280	- 285	2	29,696	33,626	3,930	13
TOTAL COSTS POSITIONS EXPENDITURES	41,397	38,727	- 2,670	6	15,565	15,280	- 285	2	29,696	33,626	3,930	13
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. %ELIG CHDRN IN OOH CARE REQRG & RECVG BOARD PAYMTS					100	100			100	100		
<b>PART III: PROGRAM TARGET GROUP</b>												
1. # CHDRN IN OUT-OF-HOME CARE ELIG FOR BOARD PAYMTS					5,400	5,564	+ 164	3	5,400	5,400		
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. #CHDRN PROV PYMTS FOR RELATIVE/NON-REL FOSTER CARE					4,400	4,421	+ 21		4,400	4,400		
2. # CHDRN PROVIDED PAYMTS FOR EMERGENCY SHELTER CARE					850	894	+ 44	5	850	850		
3. # CHDRN PROVIDED PAYMENTS FOR HIGHER EDUCATION					80	103	+ 23	29	80	80		
4. # CHDRN PROVIDED PAYMENTS FOR PERMANENCY ASSISTNCE					775	932	+ 157	20	775	775		
5. # CHDRN PROVIDED PAYMENTS FOR ADOPTION ASSISTANCE					1,750	2,047	+ 297	17	1,750	1,750		
6. # CHDRN PROVIDED PAYMENTS FOR BOARD RELATED SVCS					3,750	3,914	+ 164	4	3,750	3,750		

**VARIANCE REPORT NARRATIVE  
FY 03 and FY 04**

**PROGRAM TITLE: Child Out-Of-Home Payments**

**06 01 03  
HMS 303**

**Part I - EXPENDITURES AND POSITIONS**

The actual expenditures for FY 03 were lower than budgeted because the expenditures for June 2003 (FY 03) were deferred to July 2003 (FY 04); therefore, there were only 11 month-end payments in FY 03. Higher than budgeted expenditures during FY 03 created a shortfall at year-end that forced the Department to postpone June 2003 expenditures. The expenditures were higher than budgeted because there were higher than projected rates of increase for children in out-of-home placement who received board and related client payment, including adoption and permanency assistance payments.

For FY 04, although the Department will defer the June 2004 (FY 04) payment to July 2004 (FY 05), the Department will expend more than is budgeted due to paying for the June 2003 (FY 03) month-end payment and continuing increases in the number of children in out-of-home placements.

**Part II - MEASURES OF EFFECTIVENESS**

No significant variance.

**Part III - PROGRAM TARGET GROUP**

No significant variance.

**Part IV - PROGRAM ACTIVITIES**

3. The variance is due to an increase in the number of youths participating in the higher education board allowance program. The Department's efforts to meet the needs of the youths exiting foster care include increased outreach, modification of eligibility requirements to allow a youth to return to the program after a hiatus of up to one year from high school graduation to end of program, and the allowance of accredited internet based schools. Increased support services help more youths continue in the program.
4. The variance is due to an increase in the number of children provided with permanent placements, through legal guardianship or permanent custody, after their parent's rights have been terminated. The increase in permanent placements is consistent with the overall increase in the number children being referred for child abuse/neglect.
5. The variance is due to an increase in the overall number of children who are eligible for federal and state adoption assistance and the continuing efforts of the Department to place children with adoptive families if reunification with their own birth family is unsuccessful.

STATE OF HAWAII

PROGRAM TITLE: **CHILD CARE PAYMENTS**PROGRAM-ID: **HMS - 305**PROGRAM STRUCTURE NO: **060104****VARIANCE REPORT**

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS POSITIONS EXPENDITURES												
OPERATING COSTS POSITIONS EXPENDITURES	42,185	42,609	424	1	17,500	16,332	- 1,168	7	44,444	45,611	1,167	3
TOTAL COSTS POSITIONS EXPENDITURES	42,185	42,609	424	1	17,500	16,332	- 1,168	7	44,444	45,611	1,167	3
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. % TANF/TAONF FAM REC CC SUBSID TO MAINTN EMPL/TRNG					13	15	+ 2	15	13	13		
2. % FTW PARTICIPANTS WHO RECEIVE CHILD CARE SUBSIDS					38	29	- 9	24	38	30	- 8	21
3. %ELIG NON-WELF FAM REC CC SUBSID TO KEEP EMPL/TRNG					18	18			18	18		
4. % ELIG POD FAMILIES WHO RECEIVE POD SUBSIDIES					72	75	+ 3	4	72	72		
<b>PART III: PROGRAM TARGET GROUP</b>												
1. POTENTIAL # FAMILIES ELIG FOR CHILD CARE SUBSIDS					41,983	41,983			41,983	41,983		
2. # OF TANF-TAONF RECIPIENTS					16,940	14,362	- 2,578	15	16,940	14,362	- 2,578	15
3. NUMBER OF FIRST-TO-WORK PARTICIPANTS					10,140	12,598	+ 2,458	24	12,475	12,475		
4. #LO-INC NON-WELF FAM APPLY FOR CC SUB THRU CCCH					7,700	7,100	- 600	8	8,500	8,500		
5. # OF CPS FAM REFERRD FOR CC SUBSID FOR PROT RSNS					205	77	- 128	62	159	75	- 84	53
6. POTENTIAL # FAM ELIG FOR PRESC OPEN DOORS CC SUB					3,485	3,485			3,485	3,485		
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. AVERAGE NUMBER OF CHILD CARE CASES/MONTH					21,826	15,199	- 6,627	30	23,500	15,199	- 8,301	35
2. AVERAGE MONTHLY CHILD CARE PAYMENT PER CASE					245	245			255	255		
3. NUMBER OF CHILDREN RECEIVING DHS CHILD CARE SUBS					37,958	30,024	- 7,934	21	39,500	30,024	- 9,476	24
4. NUMBER OF FAMILIES RECEIVING DHS CC SUBSIDS					24,262	27,986	+ 3,724	15	24,456	24,456		



**Variance Report Narrative  
FY 03 and FY 04**

**PROGRAM TITLE: CHILD CARE PAYMENTS**

**06 01 04  
HMS 305**

**Part I – EXPENDITURES AND POSITIONS**

The expenditures for payment services have increased significantly due to the increase in "A-Plus" program funding and the funding of child care service contracts through HMS 305.

**Part II – MEASURES OF EFFECTIVENESS**

2. The variance is due to the reduction in the welfare rolls. The current pool of clients are unskilled or very low skilled and unable to maintain the required number of activity hours. The department is currently working on fully allocating the First-to-Work (FTW) units and engaging clients in work activities totaling 32 hours per week.

**Part III – PROGRAM TARGET GROUP**

2. The number of TANF/TAONF families has decreased due to the expiration of their time limited (60 months) eligibility for financial assistance.
3. The number of FTW participants has increased due to the improvements in the client selection process in the Hawaii Automated Network for Assistance (HANA) and availability of FTW services for TAONF recipients on neighbor islands.
5. The variance is due to a lower than anticipated number of referrals from Child Welfare Services.

**Part IV – PROGRAM ACTIVITIES**

1. The variance for the average number of child care cases per month is due to a change in the definition of an "active" case. Previously any case that had applied for child care was included; now only those cases where child care payments are being made are considered active.
3. The variance for the average number of children receiving child care is due to a change in the definition of an "active" case. Previously any case that had applied for child care was included; now only those cases where child care payments are being made are considered active.
4. The variance for the average number of families receiving child care is due to a change in the definition of an "active" case. Previously any case that had applied for child care was included; now only those cases where child care payments are being made are considered active.

STATE OF HAWAII

PROGRAM TITLE:

YOUTH SERVICES

PROGRAM-ID:

PROGRAM STRUCTURE NO: 060105

## VARIANCE REPORT

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04					
	BUDGETED	ACTUAL	± CHANGE		%	BUDGETED	ACTUAL	± CHANGE		%	BUDGETED	ESTIMATED	± CHANGE	
<b>PART I: EXPENDITURES &amp; POSITIONS</b>														
RESEARCH & DEVELOPMENT COSTS														
POSITIONS														
EXPENDITURES														
OPERATING COSTS														
POSITIONS														
EXPENDITURES														
TOTAL COSTS														
POSITIONS														
EXPENDITURES														
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04					
					PLANNED	ACTUAL	± CHANGE		%	PLANNED	ESTIMATED	± CHANGE		%
<b>PART II: MEASURES OF EFFECTIVENESS</b>														
1. % RECOMMENDATIONS IMPLEMENTED LEGIS OR ADMINISTRATIVELY					65	70	+	5	8	70	70			

**Intermediate Level Program**  
**No Narrative**  
**(See Lowest Level Programs for Explanation of Variances)**

STATE OF HAWAII

PROGRAM TITLE: **YOUTH SERVICES ADMINISTRATION**PROGRAM-ID: **HMS - 501**PROGRAM STRUCTURE NO: **06010501****VARIANCE REPORT**

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS	22.0	20.0	- 2.0	9	22.0	20.0	- 2.0	9	22.0	22.0		
EXPENDITURES	5,751	4,206	- 1,545	27	473	471	- 2		5,172	4,722	- 450	9
TOTAL COSTS												
POSITIONS	22.0	20.0	- 2.0	9	22.0	20.0	- 2.0	9	22.0	22.0		
EXPENDITURES	5,751	4,206	- 1,545	27	473	471	- 2		5,172	4,722	- 450	9
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. % RECOMMENDATIONS IMPLEMENTED LEG OR ADMIN					65	70	+ 5	8	70	70		
<b>PART III: PROGRAM TARGET GROUP</b>												
1. PUBLIC SECTOR AGENCIES PROVG PROG & SVCS FOR YOUTH					25	33	+ 8	32	25	25		
2. PRIV SECTOR AGENCIES PROVG PROG & SVCS FOR YOUTH					40	40			40	37	- 3	8
3. PERSONNEL IN THE AGENCY					25	23	- 2	8	29	24	- 5	17
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. # TRAINING & TECH ASSISTANCE EVENTS CONDUCTED					40	39	- 1	3	35	33	- 2	6
2. # PROGRAM MONITORING/VISITATIONS					180	154	- 26	14	150	137	- 13	9
3. # REPORTS/STUDIES/EVALUATIONS COMPLETED					6	8	+ 2	33	6	5	- 1	17
4. # INTERAGENCY COLLAB/COORD EFFORTS INV/CONVENED					46	42	- 4	9	46	46		

**VARIANCE REPORT NARRATIVE**  
**FY 03 and FY 04**

06 01 05 01  
HMS 501

**PROGRAM TITLE: Youth Services Administration**

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**Part I - EXPENDITURES AND POSITIONS**

Item 2: The FY 03 variance in expenditures is due to a transfer of \$146,000 in general funds to HMS 503, a restriction of \$18,705 in general funds and not fully expending all federal funds awarded. The federal funds can be used in subsequent years because the award periods are longer than one year.

The FY 04 variance in expenditures is due to the transfer of the U.S. Department of Justice's Enforcing Underage Drinking Laws Program funds to the Department of Health's Alcohol and Drug Abuse Division.

**Part II - MEASURES OF EFFECTIVENESS**

Item 1: No significant variance.

**Part III - PROGRAM TARGET GROUP**

Item 1: The increase in FY 03 is primarily due to the growing number of public sector agencies (both state and county) that are more aggressive in pursuing state funds in establishing services and/or initiatives that addresses the needs of our at-risk youth population. Also contributing to this increase in the number of federal grants that require state agencies to allocate resources to local government entities to ensure funds are distributed in a manner that best

addresses the needs of at-risk youth and their families within diverse communities statewide.

Item 2: No significant variance.

Item 3: No significant variance.

**Part IV - PROGRAM ACTIVITIES**

Item 1: No significant variance.

Item 2: This decrease in the number of monitoring visits reflects a temporary shift in focus for the OYS-Program Development Office from a contract maintenance/oversight function to a program solicitation/procurement focus. Program Specialists were directed to hold Request for Information meetings, develop Request for Proposals (RFP), hold RFP orientation sessions, review proposals, and make recommendations for selection and award of services for FY 04 and FY 05. Due to this major procurement effort the majority of programs were monitored at a minimum of once in FY 03. Several staff vacancies and new hires also contributed to the delays in monitoring visits and contributed to a lower than expected number of visitations.

Item 3: This small increase in FY 03 is due to two research projects that were anticipated to be completed in FY 02 but, due to unanticipated

delays, were completed in FY 03. Efforts continue to focus on how recommendations from past and current research, reports, and studies can be institutionalized within the system of care for children and youth in the state. Due to funding limitations in FY 04 a limited number of research initiatives will be done "in-house" rather than by external researchers which will decrease the overall number of studies estimated to be completed in FY 04.

Item 4: No significant variance.

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STATE OF HAWAII

PROGRAM TITLE:

YOUTH SERVICES PROGRAMS

PROGRAM-ID:

HMS - 502

PROGRAM STRUCTURE NO: 06010502

## VARIANCE REPORT

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04					
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%		
<b><u>PART I: EXPENDITURES &amp; POSITIONS</u></b>														
RESEARCH & DEVELOPMENT COSTS POSITIONS EXPENDITURES														
OPERATING COSTS POSITIONS EXPENDITURES	4,493	4,223	-	270	6	899	899		3,953	3,953				
TOTAL COSTS POSITIONS EXPENDITURES	4,493	4,223	-	270	6	899	899		3,953	3,953				
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04					
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%		
<b><u>PART II: MEASURES OF EFFECTIVENESS</u></b>														
1. % AGENCIES ACHIEVG ESTAB PERF TARGETS/MILESTONES					37	51	+	14	38	37	50	+	13	35
<b><u>PART III: PROGRAM TARGET GROUP</u></b>														
1. YOUTHS AGED 5 - 19 YEARS					246,688	248,880	+	2,192	1	246,688	246,688			
<b><u>PART IV: PROGRAM ACTIVITIES</u></b>														
1. # SVCS/PROGS IN CONTINUUM OFSVS FOR YOUTHS					70	106	+	36	51	70	80	+	10	14
2. #YOUTHS ENROLLD/ACTIVELY INVOLVD IN PROGS/SERVICES					16,000	17,096	+	1,096	7	16,000	15,000	-	1,000	6



**VARIANCE REPORT NARRATIVE  
FY 03 and FY 04**

06 01 05 02  
HMS 502

**PROGRAM TITLE: Youth Services Programs**

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**Part I - EXPENDITURES AND POSITIONS**

Item 2: The variance in expenditures for FY 03 is due to a transfer of \$34,500 in general funds to HMS 503 and federal funds awarded during the year being less than the amount appropriated.

No significant variance for FY 04.

**Part II - MEASURES OF EFFECTIVENESS**

Item 1: Increases in FY 03 and FY 04 are due to consistent and concerted efforts by the OYS over the past several years to provide comprehensive technical assistance and support to our youth service agencies regarding the Outcome Framework (OF). Additional efforts initiated in FY 03 and implemented in FY 04 in order to continue to improve our system of performance measures include: (1) development of an outcomes manual "A Crash Course on the Outcomes Framework: The Basics on Outcomes, Performance Targets, and Milestones" to assist agencies to educate their staff regarding the OF, (2) standardization of Performance Targets by service area for contracts beginning July 1, 2003 to simplify and streamline the OF, and (3) continued technical assistance and training efforts on the OF. We anticipate that these initiatives will enable agencies to report performance measures that more accurately assess the true impact of their services on the at-risk

youth population as well as guide them to improve their programs to achieve higher levels of performance.

**Part III - PROGRAM TARGET GROUP**

Item 1: No significant variance.

**Part IV - PROGRAM ACTIVITIES**

Item 1: In FY 03 the number of program and service sites increased dramatically as agencies effectively utilized their resources and worked with far more youth, families, and communities than they originally anticipated. In FY 04 fewer number of program and service sites were funded in order to enable agencies to provide a more comprehensive and in-depth scope of services for our more at-risk and high-risk youth.

Item 2: No significant variance.

STATE OF HAWAII

PROGRAM TITLE:

## YOUTH RESIDENTIAL PROGRAMS

## VARIANCE REPORT

REPORT V61

PROGRAM-ID:

HMS - 503

11/24/03

PROGRAM STRUCTURE NO: 06010503

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04																
	BUDGETED	ACTUAL	± CHANGE		%	BUDGETED	ACTUAL	± CHANGE		%	BUDGETED	ESTIMATED	± CHANGE		%										
PART I: EXPENDITURES & POSITIONS																									
RESEARCH & DEVELOPMENT COSTS																									
POSITIONS																									
EXPENDITURES																									
OPERATING COSTS																									
POSITIONS																									
EXPENDITURES																									
TOTAL COSTS																									
POSITIONS																									
EXPENDITURES																									
	77.0	73.5	-	3.5	5	89.0	79.5	-	9.5	11	89.0	88.5	-	.5	1										
	7,294	6,977	-	317	4	1,285	1,283	-	2		5,667	5,670	-	3											
	77.0	73.5	-	3.5	5	89.0	79.5	-	9.5	11	89.0	88.5	-	.5	1										
	7,294	6,977	-	317	4	1,285	1,283	-	2		5,667	5,670	-	3											
						FISCAL YEAR 2002-03				FISCAL YEAR 2003-04															
						PLANNED		ACTUAL		± CHANGE		%		PLANNED		ESTIMATED		± CHANGE		%					
PART II: MEASURES OF EFFECTIVENESS						90		100		+		10		11		90		100		+		10		11	
1. %YOUTH IN COM-BSO PRG IN SCH/VOC ED/EMPL/SEEK WRK						80		87		+		7		9		80		80							
2. %INCAR YOUTH ON FURLOUGH & NOT ARSTD FOR NEW CRIM																									
PART III: PROGRAM TARGET GROUP						9,297		12,000		+		2,703		29		8,502		12,000		+		3,498		41	
1. AT-RISK YOUTH WITHIN THE STATE						70		74		+		4		6		70		74		+		4		6	
2. YOUTHS IN SECURE INCARCERATION						230		155		-		75		33		230		145		-		85		37	
3. YOUTHS IN COMMUNITY-BASED RESIDENTIAL PROGRAMS																									
PART IV: PROGRAM ACTIVITIES						250		281		+		31		12		250		250							
1. #YOUTH IN SECURE INCAR.RELEASED ON FURLOUGH/PAROLE						35		29		-		6		17		35		25		-		10		29	
2. #YOUTH SUCCESSFULLY DISCH FM COM-BSO RESID PROG																									

**VARIANCE REPORT NARRATIVE  
FY 03 and FY 04**

06 01 05 03  
HMS 503

**PROGRAM TITLE: Youth Residential Services**

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**Part I - EXPENDITURES AND POSITIONS**

Item 2: The variance in expenditures for FY 03 is due to: (1) a restriction of \$300,000 in general funds, (2) an increase of \$304,156 in general funds for collective bargaining, (3) a transfer in of \$180,523 in general funds from HMS 501 and HMS 502, and (4) federal funds awarded during the year being less than appropriated.

The variance in positions for the first quarter of FY 04 is due to employee resignations, transfers, and retirement.

No significant variance for FY 04.

**Part II - MEASURES OF EFFECTIVENESS**

Item 1: This slight increase in both FY 03 and FY 04 indicates that a greater number of youth in community-based residential services were actively involved in an educational/vocational program, actively seeking employment, or gainfully employed. Education/employment involvement is a required core component of all residential services procured by the OYS.

Item 2: No significant variance.

**Part III - PROGRAM TARGET GROUP**

Item 1: The large increase in FY 03 and FY 04 in the number of juvenile offenders arrested is due to the tremendous increase in youth being arrested for status offenses across the state. It is interesting to note that while arrest rates for status offenses have dramatically increased, the number of youth arrested for criminal offenses have continued to decline. The OYS anticipated that the downward trend of juvenile arrests would continue in FY 03 and FY 04 and did not factor in the rapid increase in status offenders across the state.

Item 2: No significant variance.

Item 3: The decrease in FY 03 and FY 04 in the number of youth entering community-residential services is primarily due to the following factors: (1) youth entering the programs are generally staying for longer periods, (2) more youth from the HYCF are in need of specialized mental health services and are being placed in residential programs funded by the Department of Health, and (3) a growing number of youth are being placed back home with additional wrap-around services provided by the intensive outreach program.

#### **Part IV - PROGRAM ACTIVITIES**

- Item 1: This slight increase in FY 03 reflects the efforts of the HYCF staff to provide youth with a range of appropriate services in the least restrictive environment. Often community-based services provide the most effective and cost efficient services for youth that do not pose a danger to themselves or others and do not require secure confinement in an institution or correctional facility. Furlough and Parole programs enable youth to return to their communities with additional support and guidance that positively contributes to their successful adjustment.
- Item 2: An increasing number of youth committed to the HYCF have multiple problems and issues (mental health, drug abuse, developmental disabilities, learning disabilities, extensive anti-social behavior). These youth present unique challenges to our community-based residential staff and has affected the projected program success rate. Agencies are in the process of learning new methods of intervention and treatment that will be more effective in dealing with dual diagnosed youth and to assist them in making significant and long-term positive changes in their behavior and to divert them from further involvement in the juvenile justice system.

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PROGRAM STRUCTURE NO: 060106

## 11/24/03

060106

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS POSITIONS EXPENDITURES												
OPERATING COSTS POSITIONS EXPENDITURES	24.0 1,119	24.0 1,130	11	1	24.0 462	24.0 462			24.0 692	24.0 692		
TOTAL COSTS POSITIONS EXPENDITURES	24.0 1,119	24.0 1,130	11	1	24.0 462	24.0 462			24.0 692	24.0 692		
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. % VET'S SVS PLAN ACHIEVED					95	98	+ 3	3	95	95		
2. % STATE VETS CEMETERY DEV PLAN ACHIEVED.					95	100	+ 5	5	95	95		
3. % ADVISORY COUNCIL PROJECTS COMPLETED					75	74	- 1	1	75	75		
4. % VETS ASST TO APPLY OR REAPPLY FOR SVCS/BENEFITS					48	52	+ 4	8	48	48		
5. % VETERANS ORGANIZATIONS ASSISTED					38	41	+ 3	8	38	38		
<b>PART III: PROGRAM TARGET GROUP</b>												
1. POT. # VETS NEEDING INFO AND GEN SPPT SVS					110,000	120,000	+ 10,000	9	110,000	120,000	+ 10,000	9
2. # VETS ORGS NEEDING ASSISTANCE/SUPPORT					170	164	- 6	4	170	164	- 6	4
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. # ADVISORY BOARD PROJECTS COMPLETED					4	3	- 1	25	4	4		
2. # OF VETERANS PROVIDED WITH SERVICE					22,000	22,000			22,000	22,000		
3. # VETS/DEPENDENTS INTERMENTS/INURNMENTS					500	460	- 40	8	500	500		
4. # OF VETS COMMUNITY, GOVT ACTIVITIES SUPPORTED.					60	60			60	60		
5. # HITS ON OVS WEBSITE (ANNUALLY)					1,200	12,000	+ 10,800	900	1,200	12,000	+ 10,800	900

VARIANCE REPORT NARRATIVE  
FY 03 and FY 04

06-01 06  
DEF 112

PROGRAM TITLE: \_\_\_\_\_

DEF 112 - SERVICE TO VETERANS

Part I – EXPENDITURES AND POSITIONS

Part III – PROGRAM TARGET GROUPS

Part II – MEASURES OF EFFECTIVENESS

Part IV – PROGRAM ACTIVITIES

- #5. WEBSITE attracted more hits due to lack of newsletter and increased computer generation.

STATE OF HAWAII

## VARIANCE REPORT

REPORT V61

PROGRAM TITLE: ADULT AND COMMUNITY CARE SERVICES

11/24/03

PROGRAM-ID: HMS - 601

PROGRAM STRUCTURE NO: 060107

		FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04						
		BUDGETED	ACTUAL	±	CHANGE	%	BUDGETED	ACTUAL	±	CHANGE	%	BUDGETED	ESTIMATED	±	CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>																
RESEARCH & DEVELOPMENT COSTS																
POSITIONS																
EXPENDITURES																
OPERATING COSTS																
POSITIONS																
EXPENDITURES																
		117.5	109.5	-	8.0	7	117.5	111.5	-	6.0	5	117.5	117.5			
		19,961	19,489	-	472	2	3,437	3,271	-	166	5	10,263	10,475		212	2
TOTAL COSTS																
POSITIONS		117.5	109.5	-	8.0	7	117.5	111.5	-	6.0	5	117.5	117.5			
EXPENDITURES		19,961	19,489	-	472	2	3,437	3,271	-	166	5	10,263	10,475		212	2
							FISCAL YEAR 2002-03				FISCAL YEAR 2003-04					
							PLANNED	ACTUAL	±	CHANGE	%	PLANNED	ESTIMATED	±	CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>																
1. % ELIG DEPEND ADULTS W/SVCS STAY SAFE IN OWN HOME							90	95	+	5	6	90	90			
2. % ELIG DEPEND ADULTS W/SVCS STAY SAFE IN DOM CARE							95	95				95	95			
3. % DEPEND ADULTS W/APS NOT REABUSED OR NEGLECTED							95	95				95	95			
4. %LOW-INC ADULTS ABLE TO PROV COMM SVS THRU COM LTC							98	95	-	3	3	98	98			
<b>PART III: PROGRAM TARGET GROUP</b>																
1. # ADULTS REQUIRING IN-HOME SUPPORT SVCS							2,672	2,730	+	58	2	2,608	2,719	+	111	4
2. # ADULTS REQUIRING DOMICILIARY CARE SERVICES							200	176	-	24	12	175	160	-	15	9
3. # ADULTS REPORTED TO BE ABUSED/NEGLECTED							525	607	+	82	16	525	675	+	150	29
4. # ADULTS ELIG TO SERVE AS COMPANIONS/GRANDPARENTS							373	371	-	2	1	373	371	-	2	1
<b>PART IV: PROGRAM ACTIVITIES</b>																
1. # ADULTS PROVIDED SENIOR/RESPIRE COMPANIONS							848	836	-	12	1	848	848			
2. # ADULTS PROVIDED CHORE SERVICES							1,214	1,204	-	10	1	1,150	1,113	-	37	3
3. # ADULTS PROVIDED DAY CARE SERVICES							85	83	-	2	2	85	85			
4. # ADULTS PROVIDED CASE MANAGEMENT							1,499	1,463	-	36	2	1,410	1,353	-	57	4
5. # ADULTS PROVIDED PERSONAL CARE							45	41	-	4	9	45	45			
6. # ADULTS IN ADULT RESIDENTL CARE HOMES/FOSTER CARE							200	176	-	24	12	175	160	-	15	9
7. # ADULTS PROVIDED ADULT PROTECTIVE SVCS							525	607	+	82	16	525	675	+	150	29
8. # ADULTS WHO ARE COMPANIONS/GRANDPARENTS							373	371	-	2	1	373	371	-	2	1



**VARIANCE REPORT NARRATIVE  
FY 03 and FY 04**

06 01 07  
HMS 601

**PROGRAM TITLE: Adult and Community Care Services**

---

**Part I - EXPENDITURES AND POSITIONS**

FY 2003

Actual expenditures were less than budgeted because:

- \* Some payment claims for the year were not received in time to be processed as FY 2003 expenditures.
- \* Allocated federal funds were not fully utilized for expenditures within FY 2003 because of restrictions on the use of general funds which were needed for federal fund earnings.

**Part II - MEASURES OF EFFECTIVENESS**

No significant variance.

**Part III - PROGRAM TARGET GROUP**

2. The decrease in domiciliary care clients was due to the success of departmental staff in stabilizing and closing cases, as allowed under Administrative Rules.
3. The increase in adult protective services (APS) cases was due to the establishment of two APS demonstration projects that promoted awareness of APS and generated more reporting of abuse.

**Part IV - PROGRAM ACTIVITIES**

6. In FY 03, residential/foster care clients decreased because of the success of departmental staff in stabilizing and closing cases, as allowed under Administrative Rules.  
In FY 04, the decrease in residential/foster care clients is expected to continue as client situations stabilize.
7. In FY 03, APS cases increased because of the establishment of two APS demonstration projects that increase awareness of APS and increased reporting of abuse.  
In FY 04, the demonstration projects will continue and the increase in APS reports is expected to continue.

STATE OF HAWAII

PROGRAM TITLE:

ASSURED STANDARD OF LIVING

PROGRAM-ID:

PROGRAM STRUCTURE NO: 0602

## VARIANCE REPORT

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS	1,157.0	1,035.0	- 122.0	11	1,154.0	1,027.0	- 127.0	11	1,154.0	1,154.0		
EXPENDITURES	1,123,000	1,103,592	- 19,408	2	375,596	302,204	- 73,392	20	850,549	926,490	75,941	9
TOTAL COSTS												
POSITIONS	1,157.0	1,035.0	- 122.0	11	1,154.0	1,027.0	- 127.0	11	1,154.0	1,154.0		
EXPENDITURES	1,123,000	1,103,592	- 19,408	2	375,596	302,204	- 73,392	20	850,549	926,490	75,941	9
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. % OF POTENTIALLY ELIG CASES/HSEHLS REC GEN ASST					89	89			89	89		
2. AVG MONTHLY TURNOVER RATE OF PUBLIC HOUSING UNITS					85	85			85	85		
3. AVE MONTHLY RENT SUPPLEMENT PAYMT					136	142	+ 6	4	136	136		

Intermediate Level Program  
No Narrative  
(See Lowest Level Programs for Explanation of Variances)

STATE OF HAWAII

PROGRAM TITLE:

**MONETARY ASSISTANCE FOR GENERAL NEEDS**

PROGRAM-ID:

PROGRAM STRUCTURE NO: **060201****VARIANCE REPORT**

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS POSITIONS EXPENDITURES												
OPERATING COSTS POSITIONS EXPENDITURES	143,052	123,667	- 19,385	14	40,809	37,182	- 3,627	9	88,608	92,461	3,853	4
TOTAL COSTS POSITIONS EXPENDITURES	143,052	123,667	- 19,385	14	40,809	37,182	- 3,627	9	88,608	92,461	3,853	4
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. % POTENTIALLY ELIG INDIV PER MON RECVG SSI BEN					72	72			72	72		
2. % POTENTLTY ELIG CASES/HSEHLS RECVG GEN ASSTNCE					89	89			89	89		

Intermediate Level Program  
No Narrative  
(See Lowest Level Programs for Explanation of Variances)

STATE OF HAWAII

## VARIANCE REPORT

REPORT V61

PROGRAM TITLE: TEMP ASSISTANCE TO NEEDY FAMILIES

11/24/03

PROGRAM-ID: HMS - 201

PROGRAM STRUCTURE NO: 06020101

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS												
EXPENDITURES	67,755	63,367	- 4,388	6	21,500	19,936	- 1,564	7	52,041	53,605	1,564	3
TOTAL COSTS												
POSITIONS												
EXPENDITURES	67,755	63,367	- 4,388	6	21,500	19,936	- 1,564	7	52,041	53,605	1,564	3
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. % POTENTIALLY ELIG HOUSEHOLDS RECVG TANF ASST					93	93			93	93		
2. % MANDAT HOUSEHOLDS MEETING TANF WORK PARTIC REQ					50	63	+ 13	26	50	50		
<b>PART III: PROGRAM TARGET GROUP</b>												
1. POTENTIAL NO. OF HOUSEHOLDS ELIGIBLE FOR TANF					10,922	11,042	+ 120	1	8,784	9,812	+ 1,028	12
2. # OF MANDATORY WORK PARTICIPATION HOUSEHOLDS					4,373	4,870	+ 497	11	4,373	3,683	- 690	16
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. AVER MONTHLY TANF PAYMENT PER CASE (HOUSEHOLD)					487	516	+ 29	6	487	488	+ 1	
2. AVERAGE MONTHLY TANF CASELOAD					10,157	10,269	+ 112	1	10,157	9,125	- 1,032	10

**Variance Report Narrative  
FY 03 and FY 04**

06 02 01 01  
HMS 201

**PROGRAM TITLE: TEMPORARY ASSISTANCE TO NEEDY FAMILIES**

**Part I – EXPENDITURES AND POSITIONS**

The decrease in FY 2002-03 actual expenditures was due to a lower than projected caseload. The budget was based on a projected average monthly caseload of 11,835. The actual caseload was 10,269. We attribute the decreases to the continued implementation of the Pursuit of New Opportunities (PONO) waiver and the five-year time limit on benefits – we have approximately 50 families per month losing eligibility as a result of the time limit.

The number of employed households continues to increase and families continue to voluntarily exit the program at an unprecedented rate. We are not, however, projecting a significant variance for FY 2003-04. Although the caseload is continuing to decline, the average monthly payment has increased. The families who are exiting are employed and therefore eligible for a smaller monthly payment. The families remaining are much more likely to receive full benefits.

**Part II – MEASURES OF EFFECTIVENESS**

2. This variance is the result of the implementation of PONO, the decrease in the unemployment rate, the large number of individuals pursuing and accepting employment and the five-year time limit.

**Part III – PROGRAM TARGET GROUP**

1. The increase in the potential number of single adult households eligible for benefits reflects the increase in the number of single adult

households voluntarily exiting the program to “bank” their eligible months and the increase in the working poor in the State.

2. The increase in the number of mandatory work participation households in FY 2002-03 reflects an increase in the number of individuals who obtain employment or other work activities but maintain eligibility as their income is insufficient to meet their needs according to our standards.

The projected decrease in FY 2003-04 reflects the decrease in the number of individuals receiving assistance and the increase in the number of individuals reaching their five year time limit. We anticipate that new federal requirements will be implemented requiring immediate participation in a work program and an increase in federally required hours from 32 to 40. This change will decrease the number of mandatory individuals working and maintaining eligibility.

**Part IV – PROGRAM ACTIVITIES**

1. The increase is a result of families with income leaving the system. Those remaining are much more likely to receive full assistance.
2. Although the caseload has continued to decrease, it did not decrease quite as quickly as we had projected. We expect this trend of decreasing caseloads to continue, as families find employment and recipients continue lose eligibility due to the five-year time limit.

STATE OF HAWAII

PROGRAM TITLE:

PROGRAM-ID:

PROGRAM STRUCTURE NO: 06020102

## VARIANCE REPORT

PAYMNTS TO ASSIST THE AGED, BLIND &amp; DISABLED

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS												
EXPENDITURES	13,303	13,482	179	1	2,300	2,213	- 87	4	4,345	4,431	86	2
TOTAL COSTS												
POSITIONS												
EXPENDITURES	13,303	13,482	179	1	2,300	2,213	- 87	4	4,345	4,431	86	2
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. % POTENTIALLY ELIG INDIV. RECVG STATE AABD BENEF					72	72			72	72		
<b>PART III: PROGRAM TARGET GROUP</b>												
1. # OF NEEDY AGED, BLIND & DISABLED STATE RESIDENTS					4,394	3,090	- 1,304	30	4,481	3,033	- 1,448	32
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. AVERAGE NUMBER STATE AABD RECIP PER MO					2,213	2,225	+ 12	1	2,213	2,184	- 29	1
2. AVE MONTHLY PAYMENT PER STATE AABD RECIPIENT					244	249	+ 5	2	244	249	+ 5	2



Variance Report Narrative  
FY 03 and FY 04

06 02 01 02  
HMS 202

**PROGRAM TITLE: PAYMENTS TO ASSIST THE AGED, BLIND AND DISABLED**

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**Part I – EXPENDITURES AND POSITIONS**

The difference between the FY 2002-03 budgeted amount and the actual expenditures is attributed to the higher than projected average monthly payment to state AABD recipients. The budget was based on an average payment per month of \$244. The actual average monthly payment was \$249. We projected an average monthly caseload of 2,340; the actual average monthly caseload was 2,225. Although this population continues to grow in the State, the number of those qualifying as needy will continue to decline as the Social Security Administration continues to increase their benefit level and ours remains constant.

**Part II – MEASURES OF EFFECTIVENESS**

There is no significant variance.

**Part III – PROGRAM TARGET GROUP**

1. These numbers will continue to decrease as the Social Security Administration (SSA) continues to increase their benefits annually and our payment standards remain constant. Fewer and fewer individuals will qualify for our benefits.

**Part IV – PROGRAM ACTIVITIES**

There are no significant variances.

STATE OF HAWAII

PROGRAM TITLE:

GENERAL ASSISTANCE PAYMENTS

PROGRAM-ID:

HMS - 204

PROGRAM STRUCTURE NO: 06020103

## VARIANCE REPORT

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS POSITIONS EXPENDITURES												
OPERATING COSTS POSITIONS EXPENDITURES	23,762	20,940	- 2,822	12	7,200	6,326	- 874	12	14,711	15,585	874	6
TOTAL COSTS POSITIONS EXPENDITURES	23,762	20,940	- 2,822	12	7,200	6,326	- 874	12	14,711	15,585	874	6
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. % OF POTENT ELIG CASES/HSHLDS RECEIVING GA					89	89			89	89		
<b>PART III: PROGRAM TARGET GROUP</b>												
1. POTENTL # OF INDIVIDUALS ELIG FOR GA					4,981	4,980	- 1		4,981	4,516	- 465	9
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. AVERAGE MONTHLY PAYMENT PER GEN ASSISTANCE CASE					393	402	+ 9	2	393	395	+ 2	1
2. AVERAGE MONTHLY GENERAL ASSISTANCE CASELOAD					5,000	4,432	- 568	11	5,000	4,019	- 981	20

Variance Report Narrative  
FY 03 and FY 04

06 02 01 03  
HMS 204

**PROGRAM TITLE: GENERAL ASSISTANCE PAYMENTS**

**Part I – EXPENDITURES AND POSITIONS**

The variance in FY 2002-03 was due to a lower than projected caseload. HMS 204 is a block grant appropriation. We are required by HRS to remain within the appropriation. If the population increases, we decrease the monthly benefits. If the population decreases, we increase the monthly benefits. The monthly payment standard was set at the maximum allowable amount, \$418 per month, but the caseload fell to a level where expenditures were less than the appropriation.

The appropriation was reduced for FY 2003-04. We expect to expend the entire appropriated amount in FY 2003-04.

**Part II – MEASURES OF EFFECTIVENESS**

There is no significant variance.

**Part III – PROGRAM TARGET GROUP**

There is no significant variance.

**Part IV – PROGRAM ACTIVITIES**

- 1 The increase in the average monthly payment is the result of the Department having sufficient funds to pay the maximum payment of \$418 per individual per month for the entire fiscal year.
2. The number of cases receiving General Assistance has declined and we expect this trend to continue. This is the result of the improvement in the economy, the department's focus on accessing federal benefits for these individuals through the Social Security Advocacy project with the Legal Aid Society of Hawaii and our medical review panel.

STATE OF HAWAII

PROGRAM TITLE:

FEDERAL ASSISTANCE PAYMENTS

PROGRAM-ID:

HMS - 206

PROGRAM STRUCTURE NO: 06020104

## VARIANCE REPORT

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS												
EXPENDITURES	1,491	1,588	97	7	1,809	1,871	62	3	165	165	***	
TOTAL COSTS												
POSITIONS												
EXPENDITURES	1,491	1,588	97	7	1,809	1,871	62	3	165	165	***	
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. % HSEHLS RECVG LIHEAP BENEFITS ON PUBLIC ASST					72	66	- 6	8	72	66	- 6	8
2. % HSEHLS REC LIHEAP BENEFITS NOT ON PUBL ASST					28	34	+ 6	21	28	34	+ 6	21
3. % HSEHLS ELIG FOR FD STMPs RECVG FOOD STAMPS					90	90			90	90		
<b>PART III: PROGRAM TARGET GROUP</b>												
1. POT # PUB ASST & FOOD STAMP HSHLS ELIG FOR LIHEAP					45,156	47,291	+ 2,135	5	45,157	45,087	- 70	
2. POTENTIAL # HOUSEHOLDS ELIGIBLE FOR FOOD STAMPS					56,627	54,238	- 2,389	4	56,628	54,238	- 2,390	4
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. AV PAYMT PER HSHLD REC EN CRISIS INTERVENTN ASST					93	94	+ 1	1	94	94		
2. AV PAYMT PER HSHLD FOR ENERGY CREDIT					240	255	+ 15	6	240	255	+ 15	6
3. AV MON # OF HOUSEHOLDS RECEIVG FOOD STAMPS					50,965	48,815	- 2,150	4	50,965	48,815	- 2,150	4
4. AV MONTHLY FOOD STAMP PAYMENT PER CASE					247	265	+ 18	7	247	265	+ 18	7
5. # HSEHLS RECVG ENERGY CRISIS INTERVENTN ASST					484	483	- 1		484	483	- 1	
6. # HOUSEHOLDS RECEIVING ENERGY CREDIT ASST					6,200	6,114	- 86	1	6,200	6,114	- 86	1

Variance Report Narrative  
FY 03 and FY 04

**PROGRAM TITLE: FEDERAL ASSISTANCE PAYMENTS**

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06 02 01 04  
HMS 206

**Part I – EXPENDITURES AND POSITIONS**

The expenditure variance in FY 2002-03 was due to increased funding of the Low Income Home Energy Assistance Program (LIHEAP) federal grant. The President released Emergency Energy Contingency Funding due to nationwide fuel shortages/rising fuel costs which more severely impacts low-income households. The variance in FY 2003-4 is due to another increase in the federal grant.

The federal monies set aside for LIHEAP benefits are expended in the last quarter of each federal fiscal year, July 1 to September 30.

**Part II – MEASURES OF EFFECTIVENESS**

1.& 2. The percentage of households receiving LIHEAP who are no longer on public assistance increased due to the departure of households from welfare rolls who continue to qualify for LIHEAP benefits since LIHEAP eligibility limits are higher than welfare limits.

**Part III – PROGRAM TARGET GROUP**

There are no significant variances.

**Part IV – PROGRAM ACTIVITIES**

There are no significant variances.

STATE OF HAWAII

## VARIANCE REPORT

REPORT V61

PROGRAM TITLE: TEMP ASSISTANCE TO OTHER NEEDY FAMILIES

11/24/03

PROGRAM-ID: HMS - 203

PROGRAM STRUCTURE NO: 06020105

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS												
EXPENDITURES	36,741	24,290	- 12,451	34	8,000	6,836	- 1,164	15	17,511	18,675	1,164	7
TOTAL COSTS												
POSITIONS												
EXPENDITURES	36,741	24,290	- 12,451	34	8,000	6,836	- 1,164	15	17,511	18,675	1,164	7
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. % OF POTENTIALLY ELIG HOUSEHOLDS RECVG TAONF ASST					93	93			93	93		
<b>PART III: PROGRAM TARGET GROUP</b>												
1. POTENTIAL # OF HOUSEHOLDS ELIGIBLE FOR TAONF					4,262	4,401	+ 139	3	4,262	3,778	- 484	11
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. AVERAGE MONTHLY TAONF PAYMENT PER CASE					506	499	- 7	1	506	496	- 10	2
2. AVERAGE MONTHLY TAONF CASELOAD					3,964	4,093	+ 129	3	3,238	3,514	+ 276	9

**Variance Report Narrative  
FY 03 and FY 04**

06 02 01 05  
HMS 203

**PROGRAM TITLE: TEMPORARY ASSISTANCE TO OTHER NEEDY FAMILIES**

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**Part I – EXPENDITURES AND POSITIONS**

The variance between the budgeted and the actual expenditures for FY 2002-03 was the result of a decrease in the projected average monthly payment and a larger than projected caseload decrease. The budget was based on a projected average monthly payment of \$506. The actual average monthly payment was \$499. This decrease reflected the large number of individuals working and the receipt of child support. The average monthly caseload was projected at 5,865. The actual was 4,093. This is the result of the first families reaching the five-year benefit limit, families leaving because of employment and voluntarily exiting to save eligible months.

We are projecting that this trend will continue in FY2003-04 as more families reach the five-year time limit and families find employment due to the Departments concentrated efforts on establishing self sufficiency.

**Part II – MEASURES OF EFFECTIVENESS**

There is no significant variance.

**Part III – PROGRAM TARGET GROUP**

1. We expect the target group to decrease as more families reach the five-year time limit and as a result of the increase in the minimum wage. Our standard of assistance has not increased since 1993. As the minimum wage increases, even those earning minimum wage will not qualify for assistance if they are working full-time.

**Part IV – PROGRAM ACTIVITIES**

2. The variance in the average monthly TAONF payment is a result of the larger percentage of households working and an increase in the amount of child support received. We expect this trend to continue.

STATE OF HAWAII

PROGRAM TITLE:

HOUSING ASSISTANCE

PROGRAM-ID:

PROGRAM STRUCTURE NO: 060202

## VARIANCE REPORT

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS	324.0	269.0	- 55.0	17	324.0	267.0	- 57.0	18	324.0	324.0		
EXPENDITURES	115,177	73,083	- 42,094	37	41,329	18,580	- 22,749	55	75,241	97,990	22,749	30
TOTAL COSTS												
POSITIONS	324.0	269.0	- 55.0	17	324.0	267.0	- 57.0	18	324.0	324.0		
EXPENDITURES	115,177	73,083	- 42,094	37	41,329	18,580	- 22,749	55	75,241	97,990	22,749	30
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. PUBLIC HOUSING-AVE MONTHLY RENT PAYMENT					241	241			244	244		
2. RENT SUPPLMT-AVE MONTHLY RENT SUPPLMT PAYMT					136	142	+ 6	4	136	136		
3. HCDCH DEVELOPMENT LOANS MADE					1		- 1	100				
4. HCDCH AV SELL PRICE AS % AV RETL PRCE COMPR UNIT					85	100	+ 15	18	85	100	+ 15	18



Intermediate Level Program  
No Narrative  
(See Lowest Level Programs for Explanation of Variances)

STATE OF HAWAII

PROGRAM TITLE:

**RENTAL HOUSING SERVICES**

PROGRAM-ID:

**HMS - 220**PROGRAM STRUCTURE NO: **06020201****VARIANCE REPORT**

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS	221.0	193.0	- 28.0	13	221.0	192.0	- 29.0	13	221.0	221.0		
EXPENDITURES	46,833	34,418	- 12,415	27	11,444	7,128	- 4,316	38	36,290	40,606	4,316	12
TOTAL COSTS												
POSITIONS	221.0	193.0	- 28.0	13	221.0	192.0	- 29.0	13	221.0	221.0		
EXPENDITURES	46,833	34,418	- 12,415	27	11,444	7,128	- 4,316	38	36,290	40,606	4,316	12
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. PUB.HSG.AVG MONTHLY RENT PAYMENT \$		241			241				244	244		
2. PUB. HSG. AVG. MO. INC. OF RESIDENTS-ELDERLY \$		857			826	- 31	4		883	883		
3. PUB. HSG. AVG. MO. INC. OF RESIDENTS-NON-ELDERLY		1,040			1,117	+ 77	7		1,061	1,120	+ 59	6
4. PUB. HSG AVG MO. TURNOVER RATE OF HSG. UNITS		85			85				85	85		
5. NUMBER OF HOUSEHOLDS WITH INCOME BASED ON WAGES		2,358			2,315	- 43	2		2,358	2,358		
6. FED GRADING SYSTEM FOR PUBLIC HOUSING AGENCIES		85			83	- 2	2		85	85		
<b>PART III: PROGRAM TARGET GROUP</b>												
1. AV # PUB HSG APPLICANTS ON WAITNG LIST PER MONTH		9,000			9,508	+ 508	6		9,000	9,500	+ 500	6
2. AVG # HOUSEHOLDS APPLYG FOR PUB HSG PER MONTH		250			920	+ 670	268		250	925	+ 675	270
3. TOTAL NUMBER OF PUB HOUSING DWELLING UNITS		6,271			6,271				6,271	6,271		
4. AVG NO OF OCCPD PUB HSG DWELLING UNITS PER MONTH		5,895			5,456	- 439	7		5,895	5,895		
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. TTL NEW & REACTIVATED PUB HSG APPLCTNS PROCESSED		5,100			4,605	- 495	10		5,100	5,100		
2. NO. OF ELIGIBILITY RE-EXAMINATIONS (PUB HSG)		5,895			5,456	- 439	7		5,895	5,895		
3. #APPLICANTS DETERMINED TO BE INELIG FOR ASSISTANCE		200			194	- 6	3		200	200		
4. AV # HOUSEHLDs PLACED IN PUBLIC HSG PER MONTH		30			63	+ 33	110		30	63	+ 33	110

**Variance Report Narrative  
FY 2003 and FY 2004**

06 02 02 01  
HMS 220

**PROGRAM TITLE: Rental Housing Services**

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**Part I -- EXPENDITURES AND POSITIONS**

Items AO3, AO7      The variance in positions is due to holding positions vacant pending administration review prior to filling.

Items AO4, AO8      The variance is primarily due to a high federal appropriation to allow the agency to fully utilize the Federal Low Rent Program funds.

**Part II -- MEASURES OF EFFECTIVENESS**

Items 1, 2, 3, 4      For 2002-03 - No Significant Variances  
For 2003-04 - Estimates updated to reflect current program activity.

**Part III -- PROGRAM TARGET GROUP**

Item 2      For 2002-03 - The variance resulted from the higher than expected demand for housing and the weak economy.  
For 2003-04 - Estimate is revised based on current program status.

**Part IV -- PROGRAM ACTIVITIES**

Item 4      For 2002-03 - The variance is due to increased efforts to place Federal Low Rent Program applicants.  
For 2003-04 - Estimate is revised based on current program status.

STATE OF HAWAII

PROGRAM TITLE:

**TEACHER HOUSING**

PROGRAM-ID:

**HMS - 807**PROGRAM STRUCTURE NO: **06020202****VARIANCE REPORT**

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04						
	BUDGETED	ACTUAL	± CHANGE		%	BUDGETED	ACTUAL	± CHANGE		%	BUDGETED	ESTIMATED	± CHANGE		%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>															
RESEARCH & DEVELOPMENT COSTS															
POSITIONS															
EXPENDITURES															
OPERATING COSTS															
POSITIONS															
EXPENDITURES															
TOTAL COSTS															
POSITIONS															
EXPENDITURES															
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04						
					PLANNED	ACTUAL	± CHANGE		%	PLANNED	ESTIMATED	± CHANGE		%	
<b>PART II: MEASURES OF EFFECTIVENESS</b>															
1. # TEACHERS HOUSED AS % OF THOSE REQ HSNG					100	95	-	5	5	100	95	-	5	5	
<b>PART III: PROGRAM TARGET GROUP</b>															
1. NUMBER OF TEACHERS REQUESTING HOUSING					91	63	-	28	31	85	63	-	22	26	
<b>PART IV: PROGRAM ACTIVITIES</b>															
1. # OF NEWLY CONSTRUCTED/RENOVATED RENTAL UNITS															
2. NUMBER OF RENTAL UNITS REMOVED FROM PROGRAM															
3. NUMBER OF RENTAL UNITS IN OPERATION					126	126				126	126				

Variance Report Narrative  
FY 2003 and FY 2004

06 02 02 02  
HMS 807

**PROGRAM TITLE: Teacher Housing**

---

**Part I -- EXPENDITURES AND POSITIONS**

Item A04      The variance is primarily due to the postponement of a repair project due to higher than estimated contract cost. The project has been rescheduled for FY 2004.

**Part III -- PROGRAM TARGET GROUP**

Item 1      The number of teachers requiring housing varies depending on the number of DOE teaching positions, school enrollment and employee retirement.

**Part II -- MEASURES OF EFFECTIVENESS**

No significant variance

**Part IV -- PROGRAM ACTIVITIES**

No variance

STATE OF HAWAII

PROGRAM TITLE:

HCDCH ADMINISTRATION

PROGRAM-ID:

HMS - 229

PROGRAM STRUCTURE NO: 06020203

## VARIANCE REPORT

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04						
	BUDGETED	ACTUAL	± CHANGE		%	BUDGETED	ACTUAL	± CHANGE		%	BUDGETED	ESTIMATED	± CHANGE		%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>															
RESEARCH & DEVELOPMENT COSTS															
POSITIONS															
EXPENDITURES															
OPERATING COSTS															
POSITIONS															
EXPENDITURES															
TOTAL COSTS															
POSITIONS															
EXPENDITURES															

**Variance Report Narrative  
FY 2003 and FY 2004**

06 02 02 03  
HMS 229

**PROGRAM TITLE: HCDCH Administration**

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**Part I -- EXPENDITURES AND POSITIONS**

Item AO3      The variance is primarily due to the following:  
AO4 & AO8      1) delay in filling of positions pending administration review, and  
                    2) a high federal appropriation to allow the agency to fully utilize  
                    the federal Comprehensive Grant Program funds.

**Part II -- MEASURES OF EFFECTIVENESS**

Item 1      Variance is due to a lower then anticipated number of grievances  
                    filed.

Item 2      Variance is due to delay in filling of positions pending  
                    administrative review.

Item 3      The variance is primarily due to the following:  
                    1) positions held vacant pending administrative review, and  
                    2) a high federal appropriation to allow the agency to fully  
                    utilize federal grant funds.  
                    For 2003-04 – Estimate is revised based on current program status.

Item 4      Variance is due to delay in filling of positions pending  
                    administrative review.

**Part III -- PROGRAM TARGET GROUP**

Item 1      Variance is due to delay in filling of positions pending  
                    administrative review.  
                    For 2003-04 – Estimate is revised based on current authorized position  
                    count.

**Part IV -- PROGRAM ACTIVITIES**

Item 1      Increased number of vouchers processed is the result having to  
                    meet shorter processing timelines.  
                    For 2003-04 – Estimate is revised based on current program status.

Item 3      Variance is due to new staff transition.  
                    For 2003-04 – Estimate is revised based on current program status.

STATE OF HAWAII

PROGRAM TITLE:

**PRIVATE HOUSING DEVELOPMENT & OWNERSHIP**

PROGRAM-ID:

**HMS - 225**PROGRAM STRUCTURE NO: **06020204****VARIANCE REPORT**

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS	22.0	12.0	-	10.0	45	22.0	12.0	-	10.0	45	22.0	22.0
EXPENDITURES	3,348	2,240	-	1,108	33	632	344	-	288	46	2,941	3,229
											288	10
TOTAL COSTS												
POSITIONS	22.0	12.0	-	10.0	45	22.0	12.0	-	10.0	45	22.0	22.0
EXPENDITURES	3,348	2,240	-	1,108	33	632	344	-	288	46	2,941	3,229
											288	10
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. NUMBER OF COMPLETED UNITS FOR SALE					219	144	-	75	34	166	60	-
2. NUMBER OF COMPLETED RENTAL UNITS										140		-
3. NUMBER OF RENOVATED UNITS					NA	0				NA	0	-
4. AVG SELLING PRICE AS % OF RETL PRICE FOR COMP UNIT					85	100	+	15	18	85	100	+
5. AVG RENT AS % AV RENTAL OF COMPARABLE DWELLG UNIT					NA	NA				NA	NA	15
												18
<b>PART III: PROGRAM TARGET GROUP</b>												
1. APPLCNT HOUSEHOLDS EARNING < 50% OF MEDIAN INC					199		-	199	100	216		-
2. APPLCNT HOUSEHOLDS EARNING BETH 50%-80% OF MED INC										216		-
3. APPLCNT HOUSEHOLDS EARNNG BETH 80%-100% OF MED INC												216
4. APPLCNT HOUSEHOLDS EARNING BETH 100%-120% MED INC					64	2	-	62	97			100
												100
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. AMOUNT OF DEVELOPMENT LOANS MADE					1		-	1	100			
2. NO.OF SNGL FAM.DWELLNG UNITS PLANND FOR CONSTRCTN					204	144	-	60	29	166	60	-
3. NO.OF MULTI-FAM.DWELLNG UNITS PLANND FOR CONSTRCTN										144		-
4. #UNITS PLND FOR CONST/REHAB IN CAP FUND PRGM (FED)					6	218	+	212	533	5	314	+
5. #UNITS PLANNED IN CAPITAL IMPRVMT PROG (STATE)					5		-	5	100	13		-
												13



**Variance Report Narrative  
FY 2003 and FY 2004**

**06 02 02 04  
HMS 225**

**PROGRAM TITLE: Private Housing Development & Ownership**

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**Part I -- EXPENDITURES AND POSITIONS**

Items AO3, AO4 & AO8 The variance was due to program fiscal constraints.

**Part II -- MEASURES OF EFFECTIVENESS**

- Item 1 For 2002-03 – Variance is due to the conditions in the real estate market and a change in the timeline for Kapolei Village 8.  
For 2003-04 – Estimates are revised to reflect the remaining units to be constructed in Kapolei Village 7.
- Item 2 For 2003-04 – Estimate was revised due to the need for additional infrastructure capacity.
- Item 4 For 2002-03 – Variances reflect the conditions in the current real estate market.  
For 2003-04 – Estimates are revised due to the conditions in the current real estate market.

**Part III -- PROGRAM TARGET GROUP**

- Item 1 & 4 For 2002-03 – Variances reflect the conditions in the current real estate market. Due to the low interest rates many new home buyers were able to qualify for market priced homes.
- Item 1 & 2 For 2003-04 – Estimates are revised due to the conditions in the current real estate market.

**Part IV -- PROGRAM ACTIVITIES**

- Item 1 For 2002-03 – Variance is due to a delay in the development timeline of Kapolei Village 8.
- Item 2 For 2002-03 – Variance is due to a delay in the development timeline of Kapolei Village 8.  
For 2003-04 – Estimates are revised to reflect the remaining units to be constructed in Kapolei Village 7.
- Item 3 For 2003-04 – Estimate was revised due to the need for additional infrastructure capacity.
- Item 4 For 2002-03 – Variance is due to incorrect input of unit counts.  
For 2003-04 – Estimate was revised to reflect the current projected unit count.
- Item 5 Variances are due to the current State financial situation and the limited CIP funding.

STATE OF HAWAII

PROGRAM TITLE:

BROADENED HOMESITE OWNERSHIP

PROGRAM-ID:

HMS - 223

PROGRAM STRUCTURE NO: 06020205

## VARIANCE REPORT

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04						
	BUDGETED	ACTUAL	±	CHANGE	%	BUDGETED	ACTUAL	±	CHANGE	%	BUDGETED	ESTIMATED	±	CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>															
RESEARCH & DEVELOPMENT COSTS POSITIONS EXPENDITURES															
OPERATING COSTS POSITIONS EXPENDITURES	238	60	-	178	75	44	10	-	34	77	193	227		34	18
TOTAL COSTS POSITIONS EXPENDITURES	238	60	-	178	75	44	10	-	34	77	193	227		34	18
						FISCAL YEAR 2002-03				FISCAL YEAR 2003-04					
						PLANNED	ACTUAL	±	CHANGE	%	PLANNED	ESTIMATED	±	CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>															
1. NO. OF LOTS DESIGNATED FOR CONVERSION; TOTAL											1		-	1	100
2. NO. OF LOTS DESIGNATED FOR CONVERSION; VOLUNTARY											1		-	1	100
3. NO. OF LOTS DESIGNATED FOR CONVERSION; INVOLUNTARY															
4. NO. OF LOTS CONVERTED; TOTAL											1		-	1	100
5. NO. OF APCNTS FOR ARBITRATION OF LEASE RENT RENEGO						1	1				1	1			
6. NO. OF COMPLETED ARBITRATIONS						1	1				1	1			
<b>PART III: PROGRAM TARGET GROUP</b>															
1. #QUAL LESSEES IN DESIG TRACTS VS #ELIG FOR CONVRSN											1		-	1	100
2. # LEASES QUALFD FOR ARBITRM VS # ELIG FOR ARBITRN						6	6				3	1	-	2	67
<b>PART IV: PROGRAM ACTIVITIES</b>															
1. NO. OF APPLICATION RECEIVED, TOTAL											1		-	1	100
2. NO. OF APPLICATIONS IN PROCESS FOR DESIGNATION											1		-	1	100
3. TOTAL NO. OF APPLICANTS RECEIVED FOR ARBITRATION							1	+	1	***	1	1			
4. # APPL IN PRCSS FOR LSE RNT RENEGO ARBITRATION						1	6	+	5	500	1	1			

**Variance Report Narrative  
FY 2003 and FY 2004**

06 02 02 05  
HMS 223

**PROGRAM TITLE: Broadened Homesite Ownership**

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**Part I -- EXPENDITURES AND POSITIONS**

Item AO4      The variance is due to the reduced number of applicants requesting  
& Item AO8      services.

**Part II -- MEASURES OF EFFECTIVENESS**

Items 1, 2, 4,      For 2003-04 -- No new applications for fee conversion were received from lessees; therefore, no lots are projected to be designated. One explanation for the decreasing number of applications is that there are fewer leasehold lots in existence today which qualify for fee conversion under the Land Reform Act. The lessees and lessors are also encouraged to negotiate an agreement on the leased fee purchase prices to avoid protracted legal expenses involved in condemnation litigation. These negotiated agreements, or out-of-court settlements, result in direct sales from the lessor to the lessee, outside of the Land Reform process.

**Part III -- PROGRAM TARGET GROUP**

Item 1              For 2002-03 -- The number of qualified lessees in designated tracts is dependent upon the number of applications received.  
For 2003-04 -- The adjusted estimate is based on current program status.

Item 2              For 2002-03 -- The number represents the current number of active applications pending arbitration.  
For 2003-04 -- It is expected that many of the cases will come to a resolution; therefore, the projected numbers were decreased.

**Part IV -- PROGRAM ACTIVITIES**

Items 1, 2              For 2003-04 -- The adjusted estimate is based on current program status.

Items 3, 4              For 2002-03 --The cases were not resolved as expected therefore remain pending.

STATE OF HAWAII

PROGRAM TITLE:

**HOUSING FINANCE**

PROGRAM-ID:

**HMS - 227**PROGRAM STRUCTURE NO: **06020206****VARIANCE REPORT**

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS	11.0	6.0	-	5.0	45	11.0	7.0	-	4.0	36	11.0	11.0
EXPENDITURES	4,360	1,316	-	3,044	70	995	196	-	799	80	3,411	4,210
											799	23
TOTAL COSTS												
POSITIONS	11.0	6.0	-	5.0	45	11.0	7.0	-	4.0	36	11.0	11.0
EXPENDITURES	4,360	1,316	-	3,044	70	995	196	-	799	80	3,411	4,210
											799	23
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. AVE SALE PRICE OF HOME PURCHASED UNDER SFP	190,000	179,788	-	10,212	5	192,500	192,500					
2. AVE MO INCOME OF SINGLE FAMILY MORTGAGORS	4,445	4,276	-	169	4	4,505	4,505					
3. % IN SFP LESS THAN 80% MEDIAN INCOME	40	48	+	8	20	40	40					
4. % IN SFP 80 - 115% OF MEDIAN INCOME	50	44	-	6	12	50	50					
5. % IN SFP 115 - 140% OF MEDIAN INCOME	10	8	-	2	20	10	10					
6. AVE MO INCOME OF HOUSEHOLDS - MULTI-FAMILY	1,904	1,900	-	4		1,918	1,933	+	15	1		
7. AVE MONTHLY RENT OF HOUSEHOLDS - MULTI-FAMILY	NA	611				NA	641					
8. AVE MO INCOME OF HOUSEHOLDS - RENTAL ASSISTANCE	1,524	1,900	+	376	25	1,535	1,933	+	398	26		
9. AVE MO RENT OF HOUSEHOLDS - RENTAL ASSISTANCE	NA	611				NA	641					
<b>PART III: PROGRAM TARGET GROUP</b>												
1. # OF HOUSEHOLDS ELIGIBLE FOR SINGLE FAMILY PROGRAM	37,270	37,398	+	128		37,720	37,830	+	110			
2. # OF HOUSEHOLDS ELIGIBLE FOR MULTI-FAMILY PROGRAM	12,692	12,839	+	147	1	12,839	12,987	+	148	1		
3. # OF HOUSEHOLDS ELIGIBLE FOR RENTAL ASSISTANCE	144,321	145,994	+	1,673	1	145,994	147,681	+	1,687	1		
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. # OF HOUSEHOLDS ASSISTED BY SINGLE FAMILY PROGRAM	10,551	10,465	-	86	1	11,887	10,515	-	1,372	12		
2. # OF HSHLDS ENTERING SNGL FAMILY PROG. LAST 12 MON	250	165	-	85	34	400	50	-	350	88		
3. # HOUSEHOLDS ASSISTED BY MULTI-FAMILY PROGRAM	8,791	8,552	-	239	3	9,235	9,007	-	228	2		
4. # HOUSEHOLDS ENTERG MULTI-FAM PROG IN LAST 12 MON	NA	126				NA	455					
5. # OF TENANTS ASSISTED BY RENTAL ASSISTANCE PROGRAM	2,911	3,192	+	281	10	3,027	3,336	+	309	10		

**Variance Report Narrative  
FY 2003 and FY 2004**

06 02 02 06  
HMS 227

**PROGRAM TITLE: Housing Finance**

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**Part I -- EXPENDITURES AND POSITIONS**

Items A03 and A07      Variance due to employee transfers and retirement.

Item A04      Variance is due to federal appropriation being made to HCDCH but expenditures being made by counties.

Item 9      N/A – New Category

**Part III -- PROGRAM TARGET GROUP**

No significant variance.

**Part II -- MEASURES OF EFFECTIVENESS**

Items 3, 4, & 5      Variance due to the availability of the 2002 Hula Mae funds which enabled low and moderate income families qualify for a mortgage loan. (In March 2002, the HCDCH issued additional bonds making approximately \$50.3 million of Hula Mae funds available at a 5.76% mortgage rate. Due to a 3-month origination period, loans were purchased during FY 2003.) In addition, with the decline in conventional mortgage rates during FY 2003, low and moderate income families were able to take advantage of the MCC Program (which effectively reduces their mortgage interest rate), and thus qualify for a mortgage loan.

Item 7      N/A - New Category

Item 8      Variance is due to the utilization of updated HUD data for the actual average monthly income of households.

**Part IV -- PROGRAM ACTIVITIES**

Item 2      Variance is due to the significant decline in conventional mortgage rates during FY 2003. As the market interest rates drop, buyers may have chosen the less restrictive conventional loans to Hula Mae financing.

Item 4      N/A – New Category

STATE OF HAWAII

PROGRAM TITLE:

**RENTAL ASSISTANCE SERVICES**

PROGRAM-ID:

**HMS - 222**PROGRAM STRUCTURE NO: **06020207****VARIANCE REPORT**

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS	17.0	15.0	-	2.0	17.0	14.0	-	3.0	17.0	17.0		
EXPENDITURES	26,936	20,492	-	6,444	6,524	3,325	-	3,199	20,187	23,386	3,199	16
TOTAL COSTS												
POSITIONS	17.0	15.0	-	2.0	17.0	14.0	-	3.0	17.0	17.0		
EXPENDITURES	26,936	20,492	-	6,444	6,524	3,325	-	3,199	20,187	23,386	3,199	16
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. STATE HSG-AV MON GROSS RENT FOR RENT SUPPL RECIPS	542	543	+	1	542	542			542	542		
2. STATE HSG-AVE MONTHLY RENT SUPPLEMENT PAYMENT	136	142	+	6	136	136			136	136		
3. AVE MNTH INC OF RENT SUPP RECIPIENTS (ELDERLY)	1,074	997	-	77	1,074	1,074			1,074	1,074		
4. AVE MNTH INC OF RENT SUPP RECIPIENTS (NON-ELDERLY)	1205	1159	-	46	NA	1200			NA	1200		
5. FUND UTILIZATION PERCENTAGE	55	89	+	34	96	96			96	96		
6. FED GRADG SYS FOR PUB HSG AGENCIES (SECT 8,SEMAP)	75	88	+	13	75	95	+	20	75	95	+	20
<b>PART III: PROGRAM TARGET GROUP</b>												
1. # OFAPPLICANTS ON FED & STATE SUBSIDY WAIT LISTS	1,510	2,275	+	765	4,000	4,000			4,000	4,000		
2. #APPLICATNS RECVD PER YR FOR FED & STATE SUB ASST	125	3,921	+	3,796	6,000	4,800	-	1,200	6,000	4,800	-	20
3. AVE # OF RENT SUPPL & SECTION 8 APPS PER MONTH	1,510	327	-	1,183	500	400	-	100	500	400	-	20
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. TOTAL # NEW & REACTIV RENT SUP & SEC 8 APPS PROCS	1,510	3,924	+	2,414	500	4,800	+	4,300	500	4,800	+	860
2. # ELIG RE-EXAMINATIONS (RENT SUPPL & SECTION 8)	628	3,011	+	2,383	628	3,100	+	2,472	628	3,100	+	394
3. ANN # LEASE UPS INTO RENT SUPPL & SECTION 8 PROGS	NA	64			NA	200			NA	200		
4. # OF UNITS INSPECTED (RENT SUPPLMT & SECTION 8)	16	3,011	+	2,995	2,000	3,100	+	1,100	2,000	3,100	+	55

**Variance Report Narrative  
FY 2003 and FY 2004**

06 02 02 07  
HMS 222

**PROGRAM TITLE: Rental Assistance Services**

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**Part I -- EXPENDITURES AND POSITIONS**

- Items AO3 The variance was due to a higher than anticipated staff turnover.
- Items AO4 The variance was due to program requesting a high federal appropriation to allow the agency to fully utilize the federal Program funds.

**Part II -- MEASURES OF EFFECTIVENESS**

- Item 5 For 2002-03 – Fund utilization Percentage variance is due to the transfer of 729 vouchers and the associated funding to the Counties of Hawaii, Kauai and Maui.
- Item 6 For 2002-03 – Variance is due to the transfer of 729 vouchers to the Counties of Hawaii, Kauai and Maui.  
For 2003-04 – Estimate has been revised based on the current program conditions.

**Part III -- PROGRAM TARGET GROUP**

- Item 1 For 2002-03 – Variances reflect an increase in demand for housing assistance resulting in an increase in the number of applicants. Increased sales activity in the real estate market reduced the number of available rental units.
- Item 2 & 3 For 2002-03 – Variances are due to incorrect input of estimate of the planned application count. Variances also reflect an increase in demand for housing assistance resulting in an increase in the number of applicants. Increased sales activity in the real estate market reduced the number of available rental units.  
For 2003-04 – Estimates are revised due to the conditions in the current real estate market.

**Part IV -- PROGRAM ACTIVITIES**

- Items 1,2,4 Variances are due to the incorrect input of planned data.  
For 2003-04 – Estimates are revised to reflect the current program activity.
- Item 3 N/A – New Category

STATE OF HAWAII

PROGRAM TITLE:

**HOMELESS SERVICES**

PROGRAM-ID:

**HMS - 224**PROGRAM STRUCTURE NO: **06020208****VARIANCE REPORT**

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS	4.0	3.0	-	1.0	25	4.0	3.0	-	1.0	25	4.0	4.0
EXPENDITURES	6,237	5,904	-	333	5	4,635	4,384	-	251	5	1,648	1,899
											251	15
TOTAL COSTS												
POSITIONS	4.0	3.0	-	1.0	25	4.0	3.0	-	1.0	25	4.0	4.0
EXPENDITURES	6,237	5,904	-	333	5	4,635	4,384	-	251	5	1,648	1,899
											251	15
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. CLNTS TRANST TO PERM HSG TRU OUTRCH & STPND PRG					1,900	1,944	+	44	2	2,040	2,040	
2. # PERSONS GET/KEEP HSG THRU STATE GRANT PRG					150	212	+	62	41	675	675	
<b>PART III: PROGRAM TARGET GROUP</b>												
1. # UNLUP CLNTS SERVD BY OUTRCH HMLS PROVIDER AENCs					4,500	5,864	+	1,364	30	6,600	6,600	
2. # UNLUP CLNTS SERVD BY EMERG & TRNSTNL HMLS SHLTR					6,200	6,227	+	27		6,700	6,700	
3. # APPLICANTS FOR STATE HOMELESS GRANTS					225	350	+	125	56	525	525	
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. # ENCOUNTERS BY OUTREACH PROVIDER AGENCIES					55,000	98,871	+	43,871	80	34,200	34,200	
2. # CLIENT NIGHTS PROVIDED BY EMERGENCY SHELTERS					160,000	183,398	+	23,398	15	149,900	149,900	
3. # CLIENT NIGHTS PROVIDED BY TRANSITIONAL SHELTERS					460,000	451,997	-	8,003	2	409,400	409,400	
4. # CLIENT CASE PLANS DEVELOPED FOR STIPEND PROGRAM					3,700	3,596	-	104	3	4,200	4,200	
5. #CLIENT INTAKES COMPLETD FOR OUTREACH & STIP PRG					7,500	8,172	+	672	9	6,200	6,200	



**Variance Report Narrative  
FY 2003 and FY 2004**

06 02 02 08  
HMS 224

**PROGRAM TITLE: Homeless Services**

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**Part I -- EXPENDITURES AND POSITIONS**

- Item A03 Variance is due to delay in filling of positions pending administrative review.
- Item A04 Variance is due to federal appropriation being made to HCDCH but expenditures being made by counties.

**Part II -- MEASURES OF EFFECTIVENESS**

- Item 1 No significant variance.
- Item 4 The projection was based on a 12-month contract. The grant program contract was extended for one additional month (13-months total) and funded with an additional \$6,000.

**Part III -- PROGRAM TARGET GROUP**

- Item 1 The State Legislature appropriated an additional \$600,000 to the State Homeless Programs. The increased numbers served reflects \$100,000 of the added appropriation which was added to State Outreach Program contracts.
- Item 3 Although the allocation has been greatly reduced over the years and funds do not last long, the increased numbers reflect the great need during the poor economic conditions over the past year.

**Part IV -- PROGRAM ACTIVITIES**

- Item 1 The large increase in duplicated encounters is indicative of the growing number of chronically homeless - those who have multiple issues and are labor intensive and difficult to serve.
- Item 2 Emergency shelter nights expanded well above projections as unemployment and the struggling economy plunged many into homelessness and hampered efforts to transition into more stable housing.

STATE OF HAWAII

PROGRAM TITLE:

RENTAL HOUSING TRUST FUND

PROGRAM-ID:

HMS - 231

PROGRAM STRUCTURE NO: 06020209

## VARIANCE REPORT

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04						
	BUDGETED	ACTUAL	±	CHANGE	%	BUDGETED	ACTUAL	±	CHANGE	%	BUDGETED	ESTIMATED	±	CHANGE	%
PART I: EXPENDITURES & POSITIONS															
RESEARCH & DEVELOPMENT COSTS															
POSITIONS															
EXPENDITURES															
OPERATING COSTS															
POSITIONS															
EXPENDITURES															
TOTAL COSTS															
POSITIONS															
EXPENDITURES															
	14,009	4,208	-	9,801	70	13,932	2,314	-	11,618	83	77	11,695	11,618	88	
	14,009	4,208	-	9,801	70	13,932	2,314	-	11,618	83	77	11,695	11,618	88	
						FISCAL YEAR 2002-03				FISCAL YEAR 2003-04					
						PLANNED	ACTUAL	±	CHANGE	%	PLANNED	ESTIMATED	±	CHANGE	%
PART II: MEASURES OF EFFECTIVENESS															
1. # RNTL UNITS DEV FOR HSHLDS </= 60% AREA MEDIAN GI						296	84	-	212	72	296	322	+	26	9
2. # RNTL UNITS FOR >60% AMGI BUT <100% AMGI LEVEL															
3. #RNTL UNITS DEV FOR HSEHLDS </= 30% AMGI LEVEL						NA	12				NA	35			
4. # NON-PROFIT ORGS REC PROJ AWD AFTER CAP BLDG AWD						1		-	1	100	1		-	1	100
5. AVG MO INCOME FOR THOSE </=60% MEDIAN INC GROUP						2,925	1,900	-	1,025	35	2,945	1,933	-	1,012	34
6. AVG MO INCOME FOR THOSE >60%BUT</=100% AREA MI						3,901		-	3,901	100	3,928		-	3,928	100
PART III: PROGRAM TARGET GROUP															
1. # EARNING < OR = 60% AREA MEDIAN GROSS INCOME						95,976	97,070	+	1,094	1	97,084	98,192	+	1,108	1
2. # EARNING >60% BUT < OR = 100% AREA MEDIAN GR. INC						93,898	94,994	+	1,096	1	94,983	96,096	+	1,113	1
3. # NON-PROF ORGS ELIG FOR CAP BLDG GRANTS/PROJ AWDS						50	50				50	50			
PART IV: PROGRAM ACTIVITIES															
1. #HSEHLDS PER RENTAL TYPE ASSISTED BY RHTF PROGRAM						3,031	2,916	-	115	4	3,475	3,349	-	126	4
2. # ORGANIZATIONS REQUESTING PROJECT AWARDS						7	1	-	6	86	7	3	-	4	57
3. # ORGANIZATIONS AWARDED PROJECT AWARD						3		-	3	100	3	1	-	2	67
4. # NON-PROFIT ORGS REQUESTING CAPACITY BLDG GRANTS						5	2	-	3	60	15		-	15	100
5. # NON-PROFIT ORGS AWARDED CAPACITY BLDG AWARDS						5	1	-	4	80	8		-	8	100

**Variance Report Narrative  
FY 2003 and FY 2004**

06 02 02 09  
HMS 231

**PROGRAM TITLE: Rental Housing Trust Fund**

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**Part I -- EXPENDITURES AND POSITIONS**

Item A04    Variance is due to a high ceiling to allow for the commitment of all available funds. Commitment of funds is dependent on funding request and availability of funds.

**Part II -- MEASURES OF EFFECTIVENESS**

Item 1      Variance is due to projects being funded ahead of schedule.

Item 3      N/A – New Category

Item 4      Variance is due to no project awards being made during FY 2003.

Item 5      Variance is due to the utilization of updated HUD data for the actual average monthly income of households.

Item 6      Variance is due to no project being funded which will serve families with incomes greater than 60% but less than 100% of median income during FY 2003.

**Part III -- PROGRAM TARGET GROUP**

No significant variance.

**Part IV -- PROGRAM ACTIVITIES**

Item 2      Variance is due to only one funding request being received from a non-profit.

Item 3      Variance is due to no project awards being made during FY 2003.

Item 4      Variance is due to the fact that only two non-profits applied for a capacity building grant.

Item 5      Variance is due to the actual amount of capacity building grants being awarded during FY 2003.

STATE OF HAWAII

PROGRAM TITLE: **HEALTH CARE**

PROGRAM-ID:

PROGRAM STRUCTURE NO: **060203****VARIANCE REPORT**

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS												
EXPENDITURES	815,688	860,841	45,153	6	278,798	234,725	- 44,073	16	644,892	693,842	48,950	8
TOTAL COSTS												
POSITIONS												
EXPENDITURES	815,688	860,841	45,153	6	278,798	234,725	- 44,073	16	644,892	693,842	48,950	8
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. % ELIGIBLE PERSONS RECEIVING CARE					75	75			75	75		
2. % OF CAPITATION DEVOTED TO HEALTH CARE					92	90	- 2	2	90	90		

Intermediate Level Program  
No Narrative  
(See Lowest Level Programs for Explanation of Variances)

STATE OF HAWAII

PROGRAM TITLE: **HEALTH CARE PAYMENTS**PROGRAM-ID: **HMS - 230**PROGRAM STRUCTURE NO: **06020301****VARIANCE REPORT**

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS POSITIONS EXPENDITURES												
OPERATING COSTS POSITIONS EXPENDITURES	401,397	516,191	114,794	29	161,196	141,429	- 19,767	12	354,159	373,926	19,767	6
TOTAL COSTS POSITIONS EXPENDITURES	401,397	516,191	114,794	29	161,196	141,429	- 19,767	12	354,159	373,926	19,767	6
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. % ELIGIBLE PERSONS RECEIVING CARE					75	75			75	75		
2. % PAT SEEN W/IN 30 DAYS OF DISCH FROM ACUTE-CF					70	70			70	70		
<b>PART III: PROGRAM TARGET GROUP</b>												
1. POTENTIAL # OF ELIG AGED, BLIND & DISABLED PERSONS					35,800	36,329	+ 529	1	36,000	38,800	+ 2,800	8
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. # ON-SITE REVIEWS CONDUCTED BY MQD OR CONTRCTRS					200	200			200	200		
2. NUMBER OF PAID CLAIMS TO PROVIDERS					2,300,000	3,366,391	+ 1,066,391	46	2,400,000	3,400,000	+1,000,000	42
3. # OF PARTICIPATING PROVIDERS WITHIN THE PROGRAM					4,000	4,921	+ 921	23	4,000	5,000	+ 1,000	25

**Variance Report Narrative  
FY 03 and FY 04**

**06 02 03 01  
HMS 230**

**PROGRAM TITLE: HEALTH CARE PAYMENTS**

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**Part I - EXPENDITURES AND POSITIONS**

Variances in FY 2003 expenditures are due to the transfer of funds into HMS 230 from HMS 245 since the implementation of Phase II was postponed. Funds were originally budgeted in HMS 245 due to the postponement and the cost remained in HMS 230. Also an emergency funding request was made and approved by the legislature which has been included in the variance.

3. processed in FY 03 over FY 02 due to the increase in utilization of drugs.  
The variance is due to the recruitment of new providers into the Medicaid Program. The MQD has made an effort to recruit additional providers.

**Part II - MEASURES OF EFFECTIVENESS**

No significant variance.

**Part III - PROGRAM TARGET GROUP**

1. The number of eligible recipient continued to increase in the Aged, Blind, and Disabled Programs. It is estimated that the recipient growth between FY 03 and FY 04 will be 7%

**Part IV - PROGRAM ACTIVITIES**

2. The variance in paid claims is due to the increase in processing of pharmacy claims. An additional 1,000,000 pharmacy claims were

PROGRAM STRUCTURE NO: 06020302

## HOME & COMMUNITY-BASED CARE SERVICES

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS POSITIONS EXPENDITURES												
OPERATING COSTS POSITIONS EXPENDITURES	92,395	76,777	- 15,618	17	17,095	17,095			69,236	74,112	4,876	7
TOTAL COSTS POSITIONS EXPENDITURES	92,395	76,777	- 15,618	17	17,095	17,095			69,236	74,112	4,876	7
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. % DISAB ADULTS/CHILDREN WHO STAY HOME W/ NHWM SVCS					95	95			95	95		
2. % DISAB ADULTS/CHILDREN WHO STAY HOME W/ HCC SVCS					95	95			95	95		
3. % DISAB CHDRN STAY HOME/IN COMM PLACEMNT W/ MFCC					95	95			95	95		
4. % AGED & DISAB ADULTS STAY IN COMM PLACEM W/ RACC					95	95			95	95		
5. % DD/MR INDIVIDS STAY HOME IN ALT COMM PLACEMNT					95	95			95	95		
6. % AGED & DISAB ADULTS STAY HOME W/PACE					95	95			95	95		
<b>PART III: PROGRAM TARGET GROUP</b>												
1. # DISAB ADULTS & CHDRN REQUIRING NHWM SVCS					910	845	- 65	7	910	910		
2. # DISAB ADULTS &CHDRN REQUIRING HCC SVCS					95	92	- 3	3	95	95		
3. # DISAB CHILDREN REQUIRING MFCC SERVICES					50	45	- 5	10	50	50		
4. # AGED & DISAB ADULTS REQUIRING RACC SERVICES					1,200	845	- 355	30	1,200	1,200		
5. # DISAB INDIVIDS REQUIRING HOME & COMM-BASED SVCS					1,777	1,773	- 4		1,883	1,883		
6. # AGED & DISAB ADULTS REQUIRING PACE SERVICES					138	105	- 33	24	138	138		
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. # DISAB ADULTS & CHILDREN PROVIDED NHWM SVCS					910	845	- 65	7	910	910		
2. # DISABLED ADULTS & CHILDREN PROVIDED HCC SERVICES					95	92	- 3	3	95	95		
3. # DISABLED CHILDREN PROVIDED MFCC SERVICES					50	45	- 5	10	50	50		
4. # AGED & DISABLED ADULTS PROVIDED RACC SVCS					1,200	845	- 355	30	1,200	1,200		
5. # DD/MR INDIVIDUALS PROVIDED H&CBS SERVICES					1,777	1,773	- 4		1,883	1,883		
6. # AGED & DISAB ADULTS PROVIDED PACE SERVICES					138	105	- 33	24	138	138		



**VARIANCE REPORT NARRATIVE  
FY 03 and FY 04**

**PROGRAM TITLE: Home and Community-Based Care Services**

**06 02 03 02  
HMS 603**

**Part I - EXPENDITURES AND POSITIONS**

**FY 2003**

Actual expenditures were less than budgeted because:

- \* Actual "U" funds required were less than the amount appropriated due to the under utilization of services by the Department of Health for the Developmentally Disabled/Mentally Retarded program.
- \* Some payment claims were not received in time to be processed as FY 2003 expenditures.

**FY 2004**

- \* The federal funding ceiling was increased by \$4.8M to reflect a Federal Medicaid Assistance Percentage increase effective 10/03.

**Part II - MEASURES OF EFFECTIVENESS**

No significant variance.

**Part III - PROGRAM TARGET GROUP**

3. In FY 03, fewer children were served by the Medically Fragile Community Care (MFCC) program because potential clients had highly unstable medical conditions and could not be admitted to the program.
4. In FY 03, the Residential Alternatives Community Care (RACC) program was not able to serve the number of clients it had anticipated due to fiscal constraints.

6. In FY 03, the Program of All-inclusive Care for Elderly (PACE) program was not able to serve the number of clients it had anticipated due to fiscal constraints.

**Part IV - PROGRAM ACTIVITIES**

3. In FY 03, fewer children were served by the MFCC program because potential clients had highly unstable medical conditions and could not be admitted to the program.
4. In FY 03, the RACC program was not able to serve the number of clients it had anticipated due to fiscal constraints.
6. In FY 03, the PACE program was not able to serve the number of clients it had anticipated due to fiscal constraints.

STATE OF HAWAII

PROGRAM TITLE:

**QUEST HEALTH CARE PAYMENTS**

PROGRAM-ID:

**HMS - 245**PROGRAM STRUCTURE NO: **06020303****VARIANCE REPORT**

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS POSITIONS EXPENDITURES												
OPERATING COSTS POSITIONS EXPENDITURES	321,896	267,873	- 54,023	17	96,774	72,471	- 24,303	25	212,519	236,823	24,304	11
TOTAL COSTS POSITIONS EXPENDITURES	321,896	267,873	- 54,023	17	96,774	72,471	- 24,303	25	212,519	236,823	24,304	11
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. % OF CAPITATION DEVOTED TO HEALTH CARE	92	90	-	2	2	90	90					
2. % OF QUEST MEMBERS SATISFIED WITH THE PROGRAM	88	80	-	8	9	88	88					
3. % OF CHILDREN WHO ARE IMMUNIZED BY AGE 2	90	96	+	6	7	90	90					
4. % OF LOW BIRTH WEIGHT BABIES	5	1	-	4	80	5	5					
5. % OF CHILDREN IN NEED OF EPSDT SVS WHO RECEIVE SVS	66	71	+	5	8	66	66					
<b>PART III: PROGRAM TARGET GROUP</b>												
1. POTENTIAL NUMBER OF PERSONS ELIG FOR QUEST PROGRAM	136,000	137,602	+	1,602	1	133,943	148,400					
2. NUMBER OF QUEST PROVIDERS WITHIN THE PLANS	1,900	2,512	+	612	32	1,900	1,900				+	14,457 11
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. # ON-SITE REVIEWS CONDUCTED BY MQD OR CONTRACTORS	200	200				200	200					
2. NUMBER OF STUDIES/SURVEYS CONDUCTED	30	30				30	30					
3. NUMBER OF CHILDREN IMMUNIZED BY AGE 2	18,000	19,293	+	1,293	7	18,000	18,000					
4. NUMBER OF EPSDT SCREENS RECEIVED BY CHILDREN	68,000	65,822	-	2,178	3	68,000	64,488				-	3,512 5
5. NUMBER OF PERSONS IN THE QUEST PROGRAM	136,000	137,602	+	1,602	1	133,943	148,400				+	14,457 11

**Variance Report Narrative  
FY 03 and FY 04**

**06 02 03 03  
HMS 245**

**PROGRAM TITLE: QUEST HEALTH CARE PAYMENTS**

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**Part I - EXPENDITURES AND POSITIONS**

Variances are due to transfer of funds to HMS 230 since a portion of the funds were budgeted in HMS 245 for Phase II implementation that was postponed. The cost for the potential Phase II recipients remained in HMS 230. Also the payments for the Hawaii QUEST medical plans for the month of June 2003 was paid with FY04 funds due to the decrease in revenue projections.

**Part II - MEASURES OF EFFECTIVENESS**

4. The QUEST health plans have managed the prenatal care of the recipients well, which caused a reduction in the % of low birth weight babies.

**Part III - PROGRAM TARGET GROUP**

2. All health plans have made efforts to increase the provider networks within each health plans.

**Part IV - PROGRAM ACTIVITIES**

No significant variance.

STATE OF HAWAII

PROGRAM TITLE:

PROGRAM-ID:

PROGRAM STRUCTURE NO: 06020304

**COMMUNITY-BASED RESIDENTIAL SUPPORT****VARIANCE REPORT**

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS												
EXPENDITURES					3,733	3,730	-	3	8,978	8,981	3	
TOTAL COSTS												
POSITIONS												
EXPENDITURES					3,733	3,730	-	3	8,978	8,981	3	
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. %ADULT SSI RECIPS IN LIC/CERT DOM CARE RCVG ST SSI					NA	NA			95	95		
<b>PART III: PROGRAM TARGET GROUP</b>												
1. # ADULT FED SSI RECIPS RESIDE IN LIC/CERTDOMCARE					NA	NA			2635	2645	+	10
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. AV# SSI RECIPS PLACD IN TYPE I ARCH & REC ST SSI					NA	NA			1820	1820		
2. AV# SSI RECIPS PLACD IN TYPE II ARCH & REC ST SSI					NA	NA			125	125		
3. AV# SSI RECIPS PLACD OTH DOM CARE & REC STATE SSI					NA	NA			700	700		

**VARIANCE REPORT NARRATIVE  
FY 03 and FY 04**

**PROGRAM TITLE: Community-Based Residential Support**

**06 02 03 04  
HMS 605**

**Part I - EXPENDITURES AND POSITIONS**

FY 04 is the first full fiscal year of implementation for HMS 605. Funding for the Supplemental Security Income (SSI) State Supplementary Payments (SSP) program were appropriate to HMS 202PB prior through 06/02. Through Act 177/SLH 02, a portion of the funds was transferred to HMS 601TA to assume the program and begin issuing payments effective 01/03. That portion of funds was further transferred from HMS 601TA to the newly established HMS 605PI effective 07/03, along with the remaining portion of funds from HMS 202PB.

No significant variance.

**Part II - MEASURES OF EFFECTIVENESS**

No significant variance.

**Part III - PROGRAM TARGET GROUP**

No significant variance.

**Part IV - PROGRAM ACTIVITIES**

No significant variance.

STATE OF HAWAII

PROGRAM TITLE:

## GENERAL SUPPORT FOR ASSURED STD OF LIVING

PROGRAM-ID:

PROGRAM STRUCTURE NO: 060204

## VARIANCE REPORT

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS	833.0	766.0	- 67.0	8	830.0	760.0	- 70.0	8	830.0	830.0		
EXPENDITURES	47,368	44,800	- 2,568	5	13,679	10,962	- 2,717	20	41,101	41,264	163	
TOTAL COSTS												
POSITIONS	833.0	766.0	- 67.0	8	830.0	760.0	- 70.0	8	830.0	830.0		
EXPENDITURES	47,368	44,800	- 2,568	5	13,679	10,962	- 2,717	20	41,101	41,264	163	
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. % OF TANF RECIPIENTS EMPLOYED					38	50	+ 12	32	50	50		
2. % OF TANF RECIPIENTS EMPLOYED					41	49	+ 8	20	43	49	+ 6	14
3. ERROR RATE FOR FOOD STAMP (%)					7	5	- 2	29	6.5	5.5	- 1	15

Intermediate Level Program  
No Narrative  
(See Lowest Level Programs for Explanation of Variances)

STATE OF HAWAII

## VARIANCE REPORT

REPORT V61

PROGRAM TITLE:

ELIG DETER. &amp; EMPLOYMT RELATED SVCS

11/24/03

PROGRAM-ID:

HMS - 236

PROGRAM STRUCTURE NO: 06020401

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS	594.0	537.0	-	57.0	10	591.0	531.0	-	60.0	10	591.0	591.0
EXPENDITURES	24,758	27,151	2,393	10	6,819	6,816	-	3	20,697	20,700	3	
TOTAL COSTS												
POSITIONS	594.0	537.0	-	57.0	10	591.0	531.0	-	60.0	10	591.0	591.0
EXPENDITURES	24,758	27,151	2,393	10	6,819	6,816	-	3	20,697	20,700	3	
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. % ELIG DETERMINATIONS COMPLETED IN TIMELY MANNER	90	92	+	2	2	90	90					
2. ERROR RATE FOR FOOD STAMPS (%)	5.5	5.0				5.5	5.5					
3. % OF TANF RECIPIENTS EMPLOYED	50	50				50	50					
4. % OF TAONF RECIPIENTS EMPLOYED	43	49	+	6	14	43	45	+	2	5		
5. % OF MANDAT TANF RECIPS MEETG WORK PGM PARTIC REQ	50	63	+	13	26	50	63	+	13	26		
6. % OF MANDAT TAONF RECIPS MEETG WORK PGM PARTIC REQ	54	68	+	14	26	54	67	+	13	24		
7. %TANF RECIP IN WORK PGM EXITING DUE TO EARNGS	33	10	-	23	70	33	10	-	23	70		
8. %TAONF RECIP IN WORK PGM EXITING DUE TO EARNGS	27.7	12	-	15	54	27	12	-	15	56		
<b>PART III: PROGRAM TARGET GROUP</b>												
1. POTENTIAL # HSEHLDS ELIG FOR FINANCIAL ASST	23,239	23,513	+	274	1	23,239	21,139	-	2,100	9		
2. POTENTIAL # HSEHLDS ELIG FOR FOOD STAMPS ONLY	21,917	23,948	+	2,031	9	21,917	23,948	+	2,031	9		
3. # TANF RECIPIENTS MANDATED TO PARTIC IN WORK PGM	75,794	70,344	-	5,450	7	75,794	70,344	-	5,450	7		
4. # TAONF RECIPIENTS MANDATED TO PARTIC IN WORK PGM	82,881	72,665	-	10,216	12	82,881	72,665	-	10,216	12		
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. NO. OF FINANCIAL ASST APPLICATIONS PROCESSED	4,558	3,056	-	1,502	33	4,558	3,056	-	1,502	33		
2. NO. OF FOOD STAMP ONLY APPLICATIONS PROCESSED	2,333	2,785	+	452	19	2,333	2,785	+	452	19		
3. NO. OF FINANCIAL ASST ELIG REVIEWS COMPLETED	2,478	1,750	-	728	29	2,478	1,750	-	728	29		
4. NO. OF FOOD STAMP ONLY ELIG REVIEWS COMPLETED	1,014	1,227	+	213	21	1,014	1,227	+	213	21		
5. NO. TANF RECIPIENTS PARTICIPATING IN WORK PROGRAM	8,180	7,795	-	385	5	8,180	8,180					
6. # TAONF RECIPIENTS PARTICIPATING IN WORK PROGRAM	1,960	3,551	+	1,591	81	1,960	3,500	+	1,540	79		



**Variance Report Narrative  
FY 03 and FY 04**

06 02 04 01  
HMS 236

**PROGRAM TITLE: ELIGIBILITY DETERMINATION AND EMPLOYMENT RELATED SERVICES**

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**Part I – EXPENDITURES AND POSITIONS**

There are no significant variances.

**Part II – MEASURES OF EFFECTIVENESS**

- 5&6. The department's efforts at assisting our clientele in becoming self-sufficient have resulted in the increase in percent of TANF and TAONF recipients meeting work program participation requirements.
- 7&8. The large variance between the planned and the actual is attributed to the change in method of calculation. An unduplicated count is now being used to determine the percentage of recipients in work programs exiting due to earnings.

**Part III – PROGRAM TARGET GROUP**

4. The number of TAONF recipients mandated to participate in the work program was over estimated.

**Part IV – PROGRAM ACTIVITIES**

1. The number of financial assistance applications processed was overestimated. The state's economy has improved, enabling many potential clients to obtain employment and support themselves without financial assistance. The reduction in applications is also attributed to recipients losing their eligibility after reaching the 60-month time limit.
2. The increase in number of Food Stamp Only applications processed is attributed to the outreach effort implemented by the division as recommended by the federal government.
3. The number of financial assistance eligibility reviews completed decreased because of the reasons outlined in program activity measure number 1 above.
4. The increase in Food Stamp Only eligibility reviews completed is attributed to the reasons noted in item 2 above.
6. The number of TAONF recipients participating in work programs increased significantly due to the availability of TAONF First to Work services on the neighbor islands. The services were made available in FY 2003.

PROGRAM STRUCTURE NO:

06020402

## VARIANCE REPORT

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04							
	BUDGETED	ACTUAL	± CHANGE		%	BUDGETED	ACTUAL	± CHANGE		%	BUDGETED	ESTIMATED	± CHANGE		%	
<b>PART I: EXPENDITURES &amp; POSITIONS</b>																
RESEARCH & DEVELOPMENT COSTS																
POSITIONS																
EXPENDITURES																
OPERATING COSTS																
POSITIONS																
EXPENDITURES																
TOTAL COSTS																
POSITIONS																
EXPENDITURES																
						FISCAL YEAR 2002-03				FISCAL YEAR 2003-04						
						PLANNED	ACTUAL	± CHANGE		%	PLANNED	ESTIMATED	± CHANGE		%	
<b>PART II: MEASURES OF EFFECTIVENESS</b>																
1. PERCENT OF CLAIMS PROCESSED DURING THE YEAR						100	100				100	100				
2. PERCENT OF CASES RETURNED FOR CORRECTIVE ACTION						4	5	+		1	25	4	4			
<b>PART III: PROGRAM TARGET GROUP</b>																
1. POTENTIAL # APPLIC FOR SOC SEC DISAB BENEFITS						10,000	10,695	+		695	7	10,000	10,000			
<b>PART IV: PROGRAM ACTIVITIES</b>																
1. NO OF CLAIMNTS PROVIDED CONSULTATIVE EXAM (ANNUAL)						3,200	2,800	-		400	13	3,200	3,200			
2. # OF CLAIMANTS REFERRED FOR VOC REHAB (ANNUAL)						270	114	-		156	58					
3. # SOC SEC DISABILITY BENEFIT DEC RENDERED						10,000	10,053	+		53	1	10,000	10,000			

**Variance Report Narrative  
FY 02 and FY 03**

**PROGRAM TITLE: DISABILITY DETERMINATION**

**06 02 04 02  
HMS 238**

**Part I - EXPENDITURES AND POSITIONS**

**Operating Cost**

- Item 1- The position variances in FY 03 and the first quarter of FY 04 are primarily due to staff turnover and delays in recruitment. The positions are presently in recruitment and are expected to be filled.
- Item 2- The variance in expenditures in FY 03 and the first quarter of FY 04 is tied to position vacancies, resulting in fewer than anticipated expenditures for payroll and for expenditures associated with making eligibility determinations. The program anticipates filling vacancies and processing 100% of claims in FY 04.

**Part II - MEASURES OF EFFECTIVENESS**

- Item 1- No significant variance.
- Item 2- The increase in percent of cases returned for corrective action in FY 03 is due to an increase in applicants processed for benefits.

**Part III - Program Target Group**

No significant variance.

**Part IV - Program Activities**

- Item 1- The decrease in consultative examinations was a result of processing claims from other states. The consultative examinations were performed by the DDB in those states and were not part of the count of examinations that Hawai'i performed.
- Item 2- The decrease in claimants referred for Vocational Rehabilitation (VR) services is due to the implementation of the Social Security Ticket to Work and Work Incentive Improvement Act (TWWIIA) which ended referring claimants to VR.

PROGRAM STRUCTURE NO: 06020403

**ATG - 500**

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS	194.0	192.0	- 2.0	1	194.0	192.0	- 2.0	1	194.0	194.0		
EXPENDITURES	17,812	12,890	- 4,922	28	5,398	2,844	- 2,554	47	16,818	16,818		
TOTAL COSTS												
POSITIONS	194.0	192.0	- 2.0	1	194.0	192.0	- 2.0	1	194.0	194.0		
EXPENDITURES	17,812	12,890	- 4,922	28	5,398	2,844	- 2,554	47	16,818	16,818		
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. %ESTABLISHMENT OF PATERNITY					85	71	- 14	16	85	75	- 10	12
2. % OF SUPPORT ORDERS ESTABLISHED					54	60	+ 6	11	56	60	+ 4	7
3. % OF CURRENT SUPPORT PAYMENTS					56	52	- 4	7	58	54	- 4	7
4. % OF ARREAGE SUPPORT PAYMENTS					44	28	- 16	36	46	35	- 11	24
5. TOTAL \$ COLLECTED PER \$1 OF EXPENDITURES					4	6	+ 2	50	4	6	+ 2	50
<b>PART III: PROGRAM TARGET GROUP</b>												
1. % CASE CLOSURE					90	99	+ 9	10	90	90		
2. REVIEW AND ENFORCEMENT OF ORDERS					75	90	+ 15	20	75	75		
3. INITIATING INTERSTATE CASES					75	6	- 69	92	75	75		
4. RESPONDING INTERSTATE CASES					75	41	- 34	45	75	75		
5. EXPEDITED PROCESSES					90	96	+ 6	7	90	90		
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. TOTAL COLLECTION SUPPORT PAYMENTS (\$000)					103,000	99,451	- 3,549	3	100,000	100,000		
2. DISBURSEMENT OF SUPPORT PAYMENTS (\$000)					103,000	106,725	+ 3,725	4	100,000	100,000		
3. ENFORCEMENT OF ORDERS (%)					75	66	- 9	12	75	75		

Variance Report Narrative  
FY 2003 and FY 2004

06 02 04 03  
ATG 500

Program Title: Child Support Services

**Part I. EXPENDITURES AND POSITIONS**

In FY 2003, the expenditure variance resulted from unused federal and trust funds allotments of around \$5,034,725 and \$849,692 respectively. The amount under the "budgeted" column does not include the collective bargaining funds of \$904,305 for the fiscal year.

The budgeted positions are practically the same with actual positions, both at the end of the fiscal year and for the first quarter of fiscal year 2004 which was as of September 30, 2003.

**Part II – MEASURES OF EFFECTIVENESS**

The Measures of Effectiveness are based on the new federal performance measures.

1. The lower actual is due to encoding error for paternity cases.
2. The higher actual is due to better income withholding process.
3. The lower actual is due to number of paying cases.
4. The lower actual is due to continuing high arrears amount in the computer system.
5. The higher actual is due to the agency's efforts to control expenditures.

**Part III – PROGRAM TARGET GROUP**

The Program Target Group during the fiscal year is in accordance with the new federal performance measures.

Lines 1, 2, & 5. The higher actual are due to the efficient automatic programming of case closure, review and enforcement of orders, and expedited processes.

Lines 3 & 4. The lower actual are due to the slow processing of interstate cases between other states agencies.

**Part IV – PROGRAM ACTIVITIES**

- Line1 The variance for FY 2003 is due to overstated "planned" child support collections. The "planned" support collections for FY 2004 are revised to correct the overstated collection amount.
- Line 2 The variance for FY 2003 is due to the exerted effort of disbursing beginning undistributed child support collections.
- Line 3 The lower actual are due to 1) some instances where the payors are either unemployed or on locate, 2) other instances where the other instances where the support case participants are non-cooperative, etc.

STATE OF HAWAII

PROGRAM TITLE:

**EMPLOYMENT AND TRAINING**

PROGRAM-ID:

**HMS - 237**PROGRAM STRUCTURE NO: **060205****VARIANCE REPORT**

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04						
	BUDGETED	ACTUAL	± CHANGE		%	BUDGETED	ACTUAL	± CHANGE		%	BUDGETED	ESTIMATED	± CHANGE		%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>															
RESEARCH & DEVELOPMENT COSTS															
POSITIONS															
EXPENDITURES															
OPERATING COSTS															
POSITIONS															
EXPENDITURES															
TOTAL COSTS															
POSITIONS															
EXPENDITURES															

**Variance Report Narrative  
FY 03 and FY 04**

**06 02 05  
HMS 237**

**PROGRAM TITLE: EMPLOYMENT AND TRAINING**

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**Part I - EXPENDITURES AND POSITIONS**

The variance in budgeted and actual expenditures in Fiscal Year 2003-is due to a reduction in federal grant.

**Part II - MEASURES OF EFFECTIVENESS**

1. The increase in the number of E&T participants who are employed and have their benefits reduced is due to the emphasis of E&T program on immediate work placement, particularly for the Able-Bodied Adults Without Dependents (ABAWDs) – the program requires that ABAWDs obtain employment or be placed in work experience to retain eligibility for food stamps; increased understanding of E&T program requirements and motivation to become self-sufficient on the part of E&T clientele; and an increase in the median wage of participants in E&T program.

**Part III - PROGRAM TARGET GROUP**

There is no significant variance in this area.

**Part IV - PROGRAM ACTIVITIES**

There are no significant variances in this area.

PROGRAM STRUCTURE NO: 0603

HHL - 602

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04						
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%			
<b>PART I: EXPENDITURES &amp; POSITIONS</b>															
RESEARCH & DEVELOPMENT COSTS POSITIONS EXPENDITURES															
OPERATING COSTS POSITIONS EXPENDITURES	116.0 7,276	85.0 5,993	- -	31.0 1,283	27 18	118.0 1,629	86.0 1,602	- -	32.0 27	27 2	118.0 6,783	88.0 6,783	- -	30.0 30.0	25 25
TOTAL COSTS POSITIONS EXPENDITURES	116.0 7,276	85.0 5,993	- -	31.0 1,283	27 18	118.0 1,629	86.0 1,602	- -	32.0 27	27 2	118.0 6,783	88.0 6,783	- -	30.0 30.0	25 25
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04						
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%			
<b>PART II: MEASURES OF EFFECTIVENESS</b>															
1. # NEW RES HOMESTEADS AWARDED AS % PLND HOMESTDS					100	15.85	-	84	84	100	100				
2. # LOTS RE-AWARDED AS % LOTS SURRENDERED					100	23.53	-	76	76	100	100				
3. # DIRECT RESIDENTIAL LOANS GRANTED AS % LOANS PLANNED					100	110.84	+	10	10	100	100				
4. # DIRECT AG LOANS GRANTED AS % LOANS PLANNED					100	90	-	10	10	100	100				
5. # NEW GEN LEASES AWARDED AS % PLANNED FOR AWARD															
6. # OF HOMES CONSTRUCTED AS % PLANNED FOR CONST					100	16.44	-	83	83	100	100				
7. # FHA LOANS GRANTED AS % FHA LOANS PLANNED					100	126.52	+	26	26	100	100				
8. # NEW RES HOMESTDS AWARDED AS % # ON WAITING LIST					1.18	0.24				1.21	1.46				
9. # AG HOMESTDS AWARDED AS % # ON WAITING LIST															
<b>PART III: PROGRAM TARGET GROUP</b>															
1. # NEW HOMESTEAD LOTS PLANNED FOR AWARD					265	265				270	265	-	5	2	
2. # NEW HOMES PLANNED FOR CONSTRUCTION					225	225				230	225	-	5	2	
3. # RESIDENTIAL LOANS PLANNED					83	83				83	83				
4. # AGRICULTURAL LOANS PLANNED					10	10				10	10				
5. # FHA LOANS PLANNED					396	396				396	396				
6. # NEW GENERAL LEASES PLANNED FOR AWARD															
7. # APPLICANTS ON RESIDENTIAL WAITING LIST					22,386	17,590	-	4,796	21	22,386	18,118	-	4,268	19	
8. # APPLICANTS ON AGRICULTURAL WAITING LIST					16,485	2,899	-	13,586	82	16,485	2,986	-	13,499	82	
<b>PART IV: PROGRAM ACTIVITIES</b>															
1. NO OF RESIDENTIAL LOANS GRANTED					83	92	+	9	11	83	83				
2. NO OF AGRICULTURAL LOANS GRANTED					10	9	-	1	10	10	10				
3. NO OF FHA LOANS GRANTED					396	501	+	105	27	396	396				
4. NO OF NEW HOMESTEAD LOTS AWARDED					265	42	-	223	84	270	265	-	5	2	
5. NO LOANS DELINQUENT AS % NO LOANS OUTSTANDING					22.28	41.16	+	18	81	19.11	21.20	+	2	10	
6. NO OF NEW GENERAL LEASES AWARDED															
7. NO OF NEW HOMES CONSTRUCTED					225	37	-	188	84	230	225	-	5	2	
8. NO OF LOTS RE-AWARDED					51	12	-	39	76	51	51				
9. # OF LOTS SURRENDERED					51	51				51	51				
10. NO OF OUTSTANDING LOANS					1,913	1,181	-	732	38	2,009	2,009				



**VARIANCE REPORT NARRATIVE**  
**Fiscal Year 2003 and Fiscal Year 2004**

PROGRAM TITLE: PLANNING, DEVELOPMENT, MANAGEMENT AND GENERAL SUPPORT FOR HAWAIIAN HOMES

06 03  
HHL 602

**Part I – EXPENDITURES AND POSITIONS**

As of June 30, 2003, there were 31 vacant positions. Positions variance is due to:

**FY 2002-03**

Recruitment Pending  
Position to establish/fill  
Appointment ended  
Incumbent promoted  
Incumbent resigned  
To be abolished upon establishment and  
Pending redescription of position  
Retirement  
Total Vacant Positions

General	Special	Total
	2	2
	4	4
	5	5
	4	4
1	13	14
	0	0
	0	0
	2	2
1	30	31

**FY 2002-03**

Authorized  
Staff  
Vacancy  
Restriction  
Vacancy Savings

General	Special	Total
29	87	116
28	57	85
1	30	31
\$55,363	None	\$55,363
None	None	\$0

**FY 2003-04**

Authorized  
Staff  
Restriction  
Vacancy Savings

General	Special	Total
29	89	118
28	58	86
None	None	None
None	None	None

**FY 2003-04**

As of September 30, 2003, there were 32 vacant funded positions. No restriction was imposed on general and special funds.

**Part II – MEASURE OF EFFECTIVENESS**

- Item 1.** Of 265 new residential homesteads planned to be awarded in Fiscal Year 2003, 42 lots were awarded, achieving 15.85% of the department's goal.
- Item 2.** 51 homestead leases were surrendered or cancelled in Fiscal Year 2003 and 12 homestead leases were re-awarded within the same year. The re-award procedure will lag 2 to 6 months or more.
- Item 3, 4, 5, 6 and 8.**  
Demand for loans increased.
- Item 5.** Of 1,181 outstanding direct loans, 486 were delinquent, resulting in a delinquency rate of 41.16%. For Fiscal Year 2004, the estimated direct loan volume delinquency rate will remain high due to current economic conditions.
- Item 7.** 37 new homes were constructed in Fiscal Year 2003, accomplishing 16.44% of the department's goal. See Part II Item 1.

**Part III – PROGRAM TARGET GROUP**

- Item 1 & 2.** Some of the new home construction projects were delayed and will be rescheduled for completion in Fiscal Year 2004.
- Item 6.** A District Court ruling was issued requiring that DHHL complete Chapter 343 requirements (environmental impact disclosure) prior to award of general leases. This delayed issuance of several general lease proposals now in formulation.

**Part IV – PROGRAM ACTIVITIES**

- Item 4 & 7.** See Part III -Item 1 & 2.
- Item 8.** Includes relocations.
- Item 9.** Is comprised of surrendered and cancelled leases.

STATE OF HAWAII

PROGRAM TITLE:

## OVERALL PROGRAM SUPPORT FOR SOCIAL SERVICES

PROGRAM-ID:

PROGRAM STRUCTURE NO: 0604

## VARIANCE REPORT

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS	569.0	524.0	- 45.0	8	574.0	535.0	- 39.0	7	574.0	574.0		
EXPENDITURES	84,206	62,849	- 21,357	25	28,900	27,863	- 1,037	4	60,628	61,690	1,062	2
TOTAL COSTS												
POSITIONS	569.0	524.0	- 45.0	8	574.0	535.0	- 39.0	7	574.0	574.0		
EXPENDITURES	84,206	62,849	- 21,357	25	28,900	27,863	- 1,037	4	60,628	61,690	1,062	2
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. %RECIP FAIR HEARINGS DECIDED IN FAVOR OF DEPT					85	86	+ 1	1	85	85		
2. NO. OF ADMINISTRATIVE HEARINGS CONDUCTED					90	90			90	90		
3. % COMMISSION POLICY RECOMMENDATIONS ADOPTED (CPD)					80	75	- 5	6	80	80		
4. % OF STATE & AREA PLAN OBJ ACCOMPLISHED (EOA)					85	85			85	85		
5. "%CLIENTS SATIS W/SVS QUAL OF IN-HOME, COM-BASD SVS					90	90			90	90		
6. %ELDERLY REC SVS INDIC STAY HOME LONGER DUE TO SVS					86	86			86	86		

Intermediate Level Program  
No Narrative  
(See Lowest Level Programs for Explanation of Variances)

STATE OF HAWAII

PROGRAM TITLE:

EXECUTIVE OFFICE ON AGING

PROGRAM-ID:

HTH - 904

PROGRAM STRUCTURE NO: 060402

## VARIANCE REPORT

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS POSITIONS EXPENDITURES												
OPERATING COSTS POSITIONS EXPENDITURES	11.0 11,677	11.0 11,863	186	2	11.0 7,250	11.0 7,078	- 172	2	11.0 5,930	11.0 6,102	172	3
TOTAL COSTS POSITIONS EXPENDITURES	11.0 11,677	11.0 11,863	186	2	11.0 7,250	11.0 7,078	- 172	2	11.0 5,930	11.0 6,102	172	3
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. % OF STATE& AREA PLAN OBJECTIVES MET		85				85				85		
2. OF ALL PERS 60+, % ACTUALLY SVD		42				42				42		
3. OF ALL PERS SRVED % IN GREATEST ECON NEED		40				86	+ 46	115		40	86	+ 46 115
4. OF ALL PERSONS SERVED, % IN GREATEST SOCIAL NEED		80				83	+ 3	4		80	83	+ 3 4
5. % FRAIL >60 RECVG HOME & COMMUNITY-BASED SERVICES		38				31	- 7	18		38	31	- 7 18
6. % CLIENTS SATIS W/QUAL OF IN-HOME & COM-BASED SVS		90				90				90	90	
7. % PERS REC SVS INDIC STAY HOME LONGER DUE TO SVS		86				86				86	86	
8. % OF OMBUDSMAN PROGRAM CASES CLOSED		95				95				95	95	
<b>PART III: PROGRAM TARGET GROUP</b>												
1. # ADULTS AGE 60 YEARS AND OLDER		217,480	217,881	+ 401						222,917	217,881	- 5,036 2
2. # LTC NURSING HOMES & ASSISTED LIVING FACILITIES		6,934	7,699	+ 765	11					6,934	7,699	+ 765 11
3. # FRAIL >60 NEEDING HOME & COMMUNITY-BASED SERVICES		32,187	31,965	- 222	1					32,992	31,965	- 1,027 3
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. #PERS-DAYS FOR NDS ASSMT/COORD/ADMIN OF AGING PLNS		4,900	4,040	- 860	18					3,500	4,040	+ 540 15
2. # PERSONS SERVED BY NUTRITION PROGRAM		8,975	9,010	+ 35						9,199	9,010	- 189 2
3. # PERSONS SERVED BY INFO & EDUCATIONAL SERVICES		100,000	88,988	- 11,012	11					102,500	88,988	- 13,512 13
4. # PERSONS SERVED BY ACCESS SERVICES		57,812	31,892	- 25,920	45					59,257	31,897	- 27,360 46
5. # PERSONS SERVED BY IN-HOME SERVICES		3,641	6,656	+ 3,015	83					3,730	6,656	+ 2,926 78
6. # PERSONS SERVED BY COMMUNITY-BASED SERVICES		9,486	46,644	+ 37,158	392					9,724	46,644	+ 36,920 380
7. # CASES SERVED BY OMBUDSMAN PROGRAM		60	99	+ 39	65					60	99	+ 39 65

**VARIANCE REPORT NARRATIVE  
FY 03 and FY 04**

06 04 02  
HTH 904

**PROGRAM TITLE: Executive Office on Aging**

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**Part I – EXPENDITURES AND POSITIONS**

Operating cost variance for FY 2003 is due primarily to increase in Federal Title III grant awards. 2% variance or \$172K less from the budgeted figure was due to slight over-forecast of Federal fund requisition of counties' dollar requirement for the first quarter of 2004.

**Part II – MEASURES OF EFFECTIVENESS**

Item 3 - Variance for FY 2003 was due to difficulties in getting accurate client income data because of glitches in the new computer software used in one county. This problem is not expected to be solved in FY 2004 although steps are being taken to address this software problem and to improve data collection.

Item 5 - Variance due to decreases in chore, case management, and assisted transportation services. It is expected that services will remain at the same level in 2004.

**Part III – PROGRAM TARGET GROUPS**

Item 2 - Variance for FY 2003 due to the establishment of new ARCHs and assisted living facilities. The figure is expected to remain the same because while there may be additional facilities established in 2004, these will be balanced out by the closure of some.

**Part IV – PROGRAM ACTIVITIES**

Item 1- Variance was due to the retirement of several staff and the delay in filling their vacated positions.

Item 3 - After an aggressive media campaign in the previous year, media activities in FY 2003 settled back to previous level due to reduced funding. Similar figures are expected in FY 2004 for the same reason.

Item 4 - Outreach and I & A (information and assistance) services went down in FY 2003. Figures for these services fluctuate, depending on availability, number and opportunities for presentations and distribution of materials and EOA expects the same level of services in FY 2004.

Item 5 - Variance for FY 2003 due to increase in Friendly Visiting services in one county. Services under this group of services fluctuate and EOA assumes that the same level of services will be provided in FY 2004.

Item 6 - Variance for FY 2003 due to increase in recreation services, health education, training and counseling services in one county. EOA assumes that a similar aggregate number of services will be provided in FY 2004.

Item 7 - Variance for FY 2003 due to increased volunteer referrals, greater awareness, and increase in complaints as a result of a statewide nursing shortage. Efforts and activities are expected to be maintained and similar figures are expected in FY 2004.

STATE OF HAWAII

PROGRAM TITLE:

PROGRAM-ID:

PROGRAM STRUCTURE NO: 060403

## PRG DEV,COORD OF SVS,ACCESS FOR PERS W/DISAB

HTH - 520

## VARIANCE REPORT

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS	5.0	5.0			5.0	5.0			5.0	5.0		
EXPENDITURES	714	777	63	9	167	164	- 3	2	663	666	3	
TOTAL COSTS												
POSITIONS	5.0	5.0			5.0	5.0			5.0	5.0		
EXPENDITURES	714	777	63	9	167	164	- 3	2	663	666	3	
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. % OF BOARD PUBLIC POLICY RECOMMENDATIONS ADOPTED					80	75	- 5	6	80	80		
2. % INCOMING REQUESTS ADEQUATELY RESPONDED TO					90	90			90	90		
3. % OF OBJECTIVES IN DCAB PLAN OF ACTION COMPLETED					90	85	- 5	6	90	90		
4. % OF INTERPRETERS TESTED WHO ARE CREDENTIALLED					50	60	+ 10	20	50	50		
5. % OF DOCUMENT REVIEWS WITHOUT DISCREPANCIES					80	50	- 30	38	80	80		
<b>PART III: PROGRAM TARGET GROUP</b>												
1. PERSONS WITH DISABILITIES					169,435	180,000	+ 10,565	6	177,907	180,000	+ 2,093	1
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. # OF NEWSLETTERS, FACT SHEETS & BROCHURES DISTRIB					12	13	+ 1	8	12	12		
2. # OF SIGN LANGUAGE INTERPRETERS TESTED					10	11	+ 1	10	10	10		
3. # OF INFO & REFERRAL & TECH ASST REQUESTS RECEIVED					7,000	6,300	- 700	10	7,000	7,000		
4. # OF DISABLED PERSONS PARKING PERMITS ISSUED					25,000	21,600	- 3,400	14	25,000	25,000		
5. # OF PUBLIC INFO & EDUCATION TRNG CONDUCTED					70	69	- 1	1	70	70		
6. # BLUEPRINT DOCUMENT REVIEWED					1,500	1,280	- 220	15	1,500	1,500		
7. # OF INTERPRET OPINIONS & SITE-SPECALT DESIGNS ISS					15	10	- 5	33	15	15		
8. # PUBLIC POLICY RECOMMENDATIONS					50	45	- 5	10	50	45	- 5	10
9. # COMMUN ADVISORY COMMITTEES AS ACTIVE PARTICPANTS					20	19	- 1	5	20	19	- 1	5

Variance Report Narrative  
FY 03 and FY 04

06 04 03

PROGRAM TITLE: Planning, Program Development and Coordination of Services for Persons with Disabilities  
HTH 520

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Part I - EXPENDITURES AND POSITIONS

No significant variances.

Part III - PROGRAM TARGET GROUP

No significant variances.

Part II - MEASURES OF EFFECTIVENESS

Item 4: The percentage of interpreters credentialed was higher than projected due to the pre-screening of unqualified candidates.

Item 5: The percentage of document reviews without discrepancies was low. This is due to the fact that all of the City and County of Honolulu curb ramp reviews have a discrepancy due to the lack of detectable warnings.

Part IV - PROGRAM ACTIVITIES

Item 4: The number of placards issued was decreased due to changes in procedures to minimize issuance of excessive replacement placards.

Item 6: The number of blueprint reviews decreased due to staff vacancies (workload). The office continues to have a backlog and is in the process of filling the vacancies.

Item 7: The number of interpretive opinions decreased due to higher knowledge level of architects and fewer requests generated.

STATE OF HAWAII

PROGRAM TITLE:

PROGRAM-ID:

PROGRAM STRUCTURE NO: 060404

## GENERAL SUPPORT FOR HEALTH CARE PAYMENTS

## VARIANCE REPORT

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04					
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%		
<b>PART I: EXPENDITURES &amp; POSITIONS</b>														
RESEARCH & DEVELOPMENT COSTS														
POSITIONS														
EXPENDITURES														
OPERATING COSTS														
POSITIONS														
EXPENDITURES														
TOTAL COSTS														
POSITIONS														
EXPENDITURES														
	213.0	191.0	-	22.0	10	218.0	195.0	-	23.0	11	218.0	218.0		
	24,822	15,367	-	9,455	38	5,998	5,157	-	841	14	19,804	20,663		
											859	4		
	213.0	191.0	-	22.0	10	218.0	195.0	-	23.0	11	218.0	218.0		
	24,822	15,367	-	9,455	38	5,998	5,157	-	841	14	19,804	20,663		
											859	4		
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04					
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%		
<b>PART II: MEASURES OF EFFECTIVENESS</b>														
1. % APPS PROCESSED W/IN SPECIF TIMELINESS CRITERIA					91	84	-	7	8	91	85	-	6	7
2. % RECIP FAIR HRGS HELD DECIDED IN FAVOR OF DHS					93	100	+	7	8	93	93			
3. %MEMB GRIEVNCES RESOLVED BEFORE DIV ADJUDCTN					91	100	+	9	10	91	91			
4. % EMPLOYEE GRIEVANCE DECISIONS IN FAVOR OF DIV					91	100	+	9	10	91	91			
<b>PART III: PROGRAM TARGET GROUP</b>														
1. # HEALTH PLANS PARTICIPATING IN PROGRAM					3	3				3	3			
2. NUMBER OF PROVIDERS					2,000	2,000				2,000	2,000			
3. # OF ELIGIBLE MEMBERS WITHIN PROGRAM					169,000	175,130	+	6,130	4	169,000	188,400	+	19,400	11
4. # OF MEDQUEST DIVISION PERSONNEL					320	320				320	320			
<b>PART IV: PROGRAM ACTIVITIES</b>														
1. # TRAINING SESSIONS CONDUCTED BY MEDQUEST DIV					20	30	+	10	50	20	25	+	5	25
2. # PUB EDUC/INFO EVENTS THAT MQD PARTICIPATES IN					50	27	-	23	46	50	30	-	20	40
3. # OF GRIEVANCES BY ELIG MEMBERS AGAINST HTH PLANS					10	4	-	6	60	10	10			



**Variance Report Narrative  
FY 03 and FY 04**

**06 04 04  
HMS 902**

**PROGRAM TITLE: GENERAL SUPPORT FOR HEALTH CARE PAYMENTS**

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**Part I - EXPENDITURES AND POSITIONS**

Variance due to various system projects that were budgeted but not approved for implementation. Projects include HPMMIS contracts, HAWI redesign, and network upgrades.

**Part II - MEASURES OF EFFECTIVENESS**

No significant variance.

**Part III - PROGRAM TARGET GROUP**

No significant variance.

**Part IV - PROGRAM ACTIVITIES**

1. The MQD has increased the number of training sessions due to the implementation of the new claims systems and the Health Improvement Portability Accountability Act. (HIPAA)
2. The number of Public Education events were reduced due to vacancies in staff who normally conduct such events.
3. The number of grievances were reduced as the QUEST health plans have done a better job in educating members.

STATE OF HAWAII

PROGRAM TITLE:

GEN SPPT FOR BEN, EMPLOYMT &amp; SPPT SVCS

PROGRAM-ID:

HMS - 903

PROGRAM STRUCTURE NO: 060405

## VARIANCE REPORT

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS	106.0	98.0	- 8.0	8	105.0	102.0	- 3.0	3	105.0	105.0		
EXPENDITURES	35,470	22,130	- 13,340	38	12,546	12,546			24,629	24,629		
TOTAL COSTS												
POSITIONS	106.0	98.0	- 8.0	8	105.0	102.0	- 3.0	3	105.0	105.0		
EXPENDITURES	35,470	22,130	- 13,340	38	12,546	12,546			24,629	24,629		
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. % OF RECIP FAIR HRGS HELD DECIDED IN FAVOR OF DEPT					85	86	+ 1	1	85	85		
2. % EMPLOYEES WORKING W/O FORMAL GRIEVANCES					98	98			98	98		
3. # OF COMPLAINTS RECEIVED FROM CONTRACTED PROVIDERS												
4. NUMBER OF CONTRACTS PROCESSED IN TIMELY MANNER					58	78	+ 20	34	58	78	+ 20	34
<b>PART III: PROGRAM TARGET GROUP</b>												
1. CONTRACTED PROVIDERS OF SERVICES TO THE DIVISION					38	35	- 3	8	38	38		
2. NUMBER OF PERSONNEL IN THE DIVISION					796	731	- 65	8	796	796		
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. # OF INFO SYSTEM ENHANCEMENTS/MODS/SOLUTIONS IN FY					220	395	+ 175	80	220	220		
2. # OF FRAUD INVESTIGATIONS COMPLETED IN FY					168	164	- 4	2	168	170	+ 2	1
3. # FAIR HEARINGS HELD IN DIVISION					480	574	+ 94	20	480	500	+ 20	4
4. # OF EMPLOYEE GRIEVANCES FILED IN THE DIVISION					12	8	- 4	33	12	12		
5. # OF DIV EMPLOYEES TRAINED IN PGM/SYSTEM BASICS					1,000	300	- 700	70	1,000	500	- 500	50
6. # OF DIV EMPLOYEES PROVIDED INTERMED LEVEL TRNG					450	45	- 405	90	450	100	- 350	78
7. # CONTRACTS PROCESSED FOR THE DIVISION					58	78	+ 20	34	58	78	+ 20	34

**Variance Report Narrative  
FY 03 and FY 04**

**PROGRAM TITLE: GENERAL SUPPORT FOR BENEFIT, EMPLOYMENT AND SUPPORT SERVICES**

**06 04 05  
HMS 903**

**Part I – EXPENDITURES AND POSITIONS**

The variance in expenditures for FY 2002-2003 is due to the disapproval of large technical contracts for the redesign of the Hawaii Automated Welfare Information (HAWI) system and for the second phase of a business intelligence project. Additional employment and child care contracts were not started due to the complexity of the contracts.

**Part II – MEASURES OF EFFECTIVENESS**

4. The variance is due to an increase in the number of contracts processed, including those for the Head Start and Pre-Plus projects which were transferred to the Division to administer.

**Part III – PROGRAM TARGET GROUP**

There are no significant variances.

**Part IV – PROGRAM ACTIVITIES**

1. For FY 2002-03 the large variance in the number of information system enhancements/modifications/solutions in the fiscal year is due to the implementation of the Hawaii Automated Network for Assistance (HANA) system which is integrated to the HAWI system.
3. For FY 2002-03 the large variance in the number of fair hearings held in the Division is due to the General Assistance program activity to implement standard definitions of both physical and mental disability. Disqualification action for failure to pursue recommended treatment continues to provide issues for contested cases.
4. The lower than anticipated number of grievances filed is attributed to the disapproval of the major Oahu Branch reorganization proposal. No major questions needed to be addressed regarding particular positions and incumbents.
- 5 & 6. Less Division employees were trained in basic programs and systems because of the delay in hiring. Also the number of employees provided intermediate training was affected by the delays in reorganization of Oahu Branch.
7. The number of contracts processed increased due to the implementation and transfer of federal projects addressing Head Start and Pre-Plus sites in the State of Hawaii.

STATE OF HAWAII

PROGRAM TITLE:

GENERAL ADMINISTRATION (DHS)

PROGRAM-ID:

HMS - 904

PROGRAM STRUCTURE NO: 060406

## VARIANCE REPORT

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS	187.0	173.0	-	14.0	7	188.0	175.0	-	13.0	7	188.0	188.0
EXPENDITURES	8,671	9,249		578	7	2,162	2,164		2		7,276	7,275
											-	1
TOTAL COSTS												
POSITIONS	187.0	173.0	-	14.0	7	188.0	175.0	-	13.0	7	188.0	188.0
EXPENDITURES	8,671	9,249		578	7	2,162	2,164		2		7,276	7,275
											-	1
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. PERCENT OF SF-1 DECISIONS UPHELD BY DPS					96	100	+	4	4	96	96	
2. % OF APPEALS RESOLVED W/IN SPECIFIED TIME CRITERIA					90	90				90	90	
3. % HMS904 EMPLOYEES WORKING W/O FORMAL GRIEVANCES					99	100	+	1	1	98	98	
4. % DHS EMPLOYEES WORKING W/O FORMAL GRIEVANCES					97	96	-	1	1	97	97	
5. % FEDERAL FUNDS DRAWN DOWN W/IN SPEC TIME CRITERIA					95	99	+	4	4	95	95	
6. % CONTRACT PAYMTS PAID W/IN SPECIFIED TIME CRIT					85	90	+	5	6	85	85	
7. LEVEL OF CLIENT SATISFACTION REGARDING MSO PROJS					70	70				70	70	
8. % IT PROJECTS COMPLETED W/IN SPEC TIME CRITERIA					80	80				90	90	
<b>PART III: PROGRAM TARGET GROUP</b>												
1. NUMBER OF PERSONNEL IN DEPT					2,000	2,033	+	33	2	2,000	2,400	+
2. # OF DIVISIONS & ATTACHED AGENCIES IN THE DEPT					5	5				5	6	+
											400	20
											1	20
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. NUMBER OF APPEALS CONDUCTED (ANNUALLY)					700	647	-	53	8	700	675	-
2. NUMBER OF SF-1'S PROCESSED (ANNUALLY)					600	590	-	10	2	600	600	
3. NUMBER OF WARRANT VOUCHERS PROCESSED (ANNUALLY)					10,000	13,987	+	3,987	40	10,000	13,500	+
4. NUMBER OF MANDATED FISCAL FEDERAL REPORTS (ANNUAL)					252	265	+	13	5	252	252	
5. NUMBER OF FORMAL GRIEVANCES FILED (ANNUALLY)					60	57	-	3	5	60	60	
6. # AUTOMATION INITIATIVES IMPLEMENTED (ANNUALLY)					26	26				30	30	

**Variance Report Narrative  
FY 03 and FY 04**

**06 04 06  
HMS 904**

**PROGRAM TITLE: GENERAL ADMINISTRATION (DHS)**

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**Part I - EXPENDITURES AND POSITIONS**

The variance in FY 2003 expenditures is due to collective bargaining and funds allotted for the Real Choices Systems Change Grant – Hawaii Real Choices Partnership Project. No significant variance is expected in FY 04.

**Part II - MEASURES OF EFFECTIVENESS**

7. No significant variances reported.

**Part III - PROGRAM TARGET GROUP**

2. The variance in the number of personnel and in the number of divisions and attached agencies in the department shown in FY 2004 is due to the transfer in of the Housing and Community Development Corporation of Hawaii programs and resources from the Department of Business, Economic Development and Tourism.

**Part IV - PROGRAM ACTIVITIES**

3. The variance is due to the separation of vouchers for payments under \$1,000 pursuant to Comptroller's Memo 2000-17 and an increase in the volume of program client payments such as the HANA System's conversion to EBT, resulting in a change from monthly to daily issuances. The planned data will be revised to reflect the new level of activity.

STATE OF HAWAII

PROGRAM TITLE:

PROGRAM-ID:

PROGRAM STRUCTURE NO: 060407

## VARIANCE REPORT

## GENERAL SUPPORT FOR SOCIAL SERVICES

HMS - 901

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS	47.0	46.0	-	1.0	2	47.0	47.0		47.0	47.0		
EXPENDITURES	2,852	3,463	611	21	777	754	-23	3	2,326	2,355	29	1
TOTAL COSTS												
POSITIONS	47.0	46.0	-	1.0	2	47.0	47.0		47.0	47.0		
EXPENDITURES	2,852	3,463	611	21	777	754	-23	3	2,326	2,355	29	1
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. % EMPL WORKING W/OUT FORMAL GRIEVANCES		90	98	+	8	9			90	90		
2. % FAIR HEARINGS DECIDED IN FAVOR OF DIVISION		75	71	-	4	5			75	75		
3. % NEW EMPL COMPLTG INTRO COMP/PROG SKILLS COURSES		90	100	+	10	11			90	100	+	10
4. % ELIG EMPL COMPLTG PROG SPECIF SKILLS BEYND INTRO		126	90	-	36	29			100	90	-	10
5. % REQS FOR DIVISION LEVEL PLANS MET		90	87	-	3	3			90	90		
6. % FED COMPLIANCE REVIEWS W/ NO SIGNIF NEG FINDINGS		90	54	-	36	40			90	75	-	15
7. % SOCIAL SERVICE CONTRACTS MONITORED		90		-	90	100			90	95	+	5
8. % MEDICAID WAIVER CONTRACTS MONITORED		90	100	+	10	11			80	89	+	9
9. % MEDICAID WAIVER CLAIMS POST-AUDITED		90	100	+	10	11			90	100	+	10
<b>PART III: PROGRAM TARGET GROUP</b>												
1. PERSONNEL IN DIVISION		660.5	660.5						660	660.5		
2. CONTRACTED SOCIAL SERVICES PROVIDERS OF SERVICE		79	66	-	13	16			79	66	-	13
3. CONTRACTED WAIVER PROVIDERS OF SERVICE		80	91	+	11	14			80	98	+	18
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. # EMPL GRIEVANCES FILED DURING YR		9	10	+	1	11			9	9		
2. # DIVISION FAIR HEARG DECISIONS DURING YR		8	14	+	6	75			8	8		
3. # NEW DIVISION EMPLOYEES TRAINED DURING YEAR		150	65	-	85	57			150	70	-	80
4. # EMPL TRAINED IN PROG SPECIF SKILLS BEYND INTRO		1,300	547	-	753	58			1,100	550	-	550
5. # DIVISION LEVEL PLANS WRITTEN DURING YR		12	13	+	1	8			12	12		
6. # FED COMPLIANCE REVIEWS DURING YR		10	10						10	10		
7. # SOCIAL SERVICES CONTRACTS MONITORED DURING YR		71	71						71	63	-	8
8. # MEDICAID WAIVER CONTRACTS MONITORED DURING YR		80	92	+	12	15			80	89	+	9
9. # MEDICAID WAIVER CLAIMS POST-AUDITED DURING YR		4,700	4,700						4,700	5,000	+	300

**VARIANCE REPORT NARRATIVE  
FY 03 and FY 04**

**PROGRAM TITLE: General Support for Social Services**

**06 04 07  
HMS 901**

**Part I - EXPENDITURES AND POSITIONS**

The variance in FY 03 is a result of the addition of collective bargaining and an approved increase in the federal fund allotment to allow an encumbrance of the 90% federal match for systems development costs.

**Part II - MEASURES OF EFFECTIVENESS**

4. The variance in FY 03 is due to an error in the planned percentage of employees to be trained, which should never be higher than 100%.
6. The variance is due to the incompatibility of the rating scale used by federal reviewers to this measure of effectiveness, resulting in a poor "best fit" match.
7. The variance for FY 03 is due to the redirection of staff resources to participation in a legislative audit and an unusually intensive procurement and contracting effort that did not allow time for field monitoring and travel.

**Part III - PROGRAM TARGET GROUP**

2. The variance is due to the consolidation of contracts and the restructuring of services being purchased.
3. The variance is due to a higher than anticipated number of contracts with case management agencies newly licensed under regulations allowing expanded opportunities for placing privately paying clients.

**Part IV - PROGRAM ACTIVITIES**

1. The variance for FY 03 is 11% (which is 1 out of an estimated 9 grievances filed) and is the smallest variance possible.
2. The variance is due to the difficulty in estimating the number of fair hearings. A large majority of requests for fair hearings are disposed of through other means such as Department concession, court decision, and client withdrawal of request (which in FY 03 numbered 35 out of 49).
3. The variance is due to a lower number of new employees hired than estimated, which was partly attributable to restrictive hiring policies.
4. The variance is due to having incorrectly based the planned estimates on actual numbers trained in FY 02, which is when additional staff training sessions associated with preparation for the federal Child and Family Services Review were conducted.
7. The variance for FY 03 is due to the redirection of staff resources to participation in a legislative audit and an unusually intensive procurement and contracting effort that did not allow time for field monitoring and travel.  
The variance for FY 04 is an adjustment to the planned contract monitoring to be conducted in the remaining quarters of FY 04.
8. The variance is due to an unanticipated increase in the number of contracts for waiver services.

